

## SUMMARY OF DECISIONS TAKEN BY THE CCG GOVERNING BODY DURING THE COVID-19 EMERGENCY

In light of the the Covid-19 situation and the National Emergency, the Governing Body has met in private to ensure oversight and monitoring of the Covid-19 situation. Where necessary, the Governing Body has made a number of decisions, a summary of which are set out below and will be published on the CCG's web-site.

The Governing Body continues to meet in public using an on-line solution to allow members of the public to access meetings around its Annual Cycle of Business.

<p><b>Meeting Date: 10 November 2020 (virtual in Private)</b>  <b>Present:</b> Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member David Finlay, CCG Lay Member Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Adnan Tariq, GP Member Jan Thomas, Accountable Officer  <b>In Attendance:</b> Jessica Bawden, Director of Primary Care Sharon Fox, CCG Secretary Sue Graham, Director of Performance &amp; Contracts Gemma Keats, Corporate Governance Administrator Sarah Learney, Programme Director Jane Webster, Director of Commissioning Greg Lane, Head of Transformation – Out of Hospital  <b>Apologies:</b> Carol Anderson, Dr Fiona Head &amp; Dr Liz Robin.</p>		
Item Title	Summary	Decision
<b>Accountable Officer Update</b>	The Governing Body received a general update, including an update on the COVID-19 incident.	Noted.
<b>Primary Care Surge Hub</b>	The Governing Body received a paper on the proposal to establish a Primary Care Surge Hub to support additional capacity in and out of hours.	GP members declared an interest this item. The Governing Body was not quorate at the time of the meeting and deferred the final decision to be made by the Accountable Officer and Deputy Chair (noting declarations of interest as an Urgent Decision:  The Accountable Officer and Deputy Chair <b>approved</b> the recommendation of the Primary Care Commissioning Committee, to agree that our Primary Care partners require support through additional capacity in/out of hours and approve the Surge Hub proposal of how we will address this to the benefit of both primary care services and the wider system.
<b>Mass Vaccinations</b>	The Governing Body received a verbal update on the upcoming Mass Vaccinations Programme for COVID-19.	Noted.

<b>Meeting Date: 17 November 2020 (virtual in Private)</b> <b>Present:</b> Carol Anderson, Chief Nurse Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member David Finlay, CCG Lay Member Sue Graham, Director of Performance & Contracts Dr Fiona Head, Acting Medical Director Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Adnan Tariq, GP Member <b>In Attendance:</b> Jessica Bawden, Director of Primary Care Sharon Fox, CCG Secretary Laura Halstead, Head of Communications & Marketing Gemma Keats, Corporate Governance Administrator Sarah Learney, Programme Director <b>Apologies:</b> Jan Thomas, Jane Webster & Dr Liz Robin.		
Item Title	Summary	Decision
<b>Accountable Officer Update</b>	The Governing Body received a general update, including an update on the COVID-19 incident.	Noted.
<b>COVID-19 Update</b>	The Governing Body received the weekly Integrated Performance Report.	Noted.
<b>Care Homes – outbreaks</b>	The Governing Body received an update on recent Care Home outbreaks.	Noted.
<b>Vaccination Update</b>	The Governing Body received a presentation on COVID-19 Mass Vaccination, which also included an update on the seasonal flu vaccination programme.	Noted.
<b>Staff Outbreaks</b>	The Governing Body received an update on staff outbreaks in acute settings.	Noted.
<b>Meeting Date: 24 November 2020 (virtual in Private)</b> <b>Present:</b> Carol Anderson, Chief Nurse Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member David Finlay, CCG Lay Member Sue Graham, Director of Performance & Contracts Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Adnan Tariq, GP Member Jan Thomas, Accountable Officer <b>In Attendance:</b> Jessica Bawden, Director of Primary Care Sharon Fox, CCG Secretary Laura Halstead, Head of Communications & Marketing Gemma Keats, Corporate Governance Administrator Sarah Learney, Programme Director Dr Liz Robin, Director of Public Health <b>Apologies:</b> Dr Fiona Head & Jane Webster.		
Item Title	Summary	Decision
<b>Accountable Officer Update</b>	The Governing Body received a general update, including an update on the move towards becoming an Integrated Care System.	Noted.
<b>Welcome</b>	The Governing Body was informed that Dr Gary Howsam, CCG Chair had been appointed as Non-Executive Director for the Eastern Academic Health Science Network. He would also be acting as Clinical Lead (and Clinical Advisory Group Chair) for East of England NHSE/I to work on the COVID-19 Vaccination Programme across the Region.	Noted and agreed to update the Register of Interests to reflect the changes.
<b>Isolation Beds</b>	The Governing Body received an update paper on COVID-19 designated beds for decision.	The Governing Body agreed to hold a further meeting on 25 November 2020 to consider this paper.
<b>Letter to Regional Director NHSE/I</b>	The Governing Body received a copy of a letter sent to NHSE/I prior to publication of the CCGs rating on 25 November 2020.	The Governing Body noted and endorsed the content of the letter.
<b>Weekly Integrated Performance Report</b>	The Governing Body received the Weekly Integrated Performance Report.	Noted.

<b>Allocation of General Practice COVID-19 Capacity Expansion Fund</b>	The Governing Body received a paper on the Allocation of General Practice COVID-19 Capacity Expansion Fund.	All GP Members declared an interest in this item, noting that they could comment on the proposal in their corporate/clinical role but not take part in the decision-making process.  The Governing Body supported the paper and agreed that something should be added to reflect assurance on how the money was being spent.
<b>End of Transition Update</b>	The Governing Body received the End of Transition update.	The Governing Body noted the planning and preparation that is in place within the CCG and across the system to plan for the End of Transition (EU Exit) on 31 December 2020. The Governing Body noted the End of Transition Risks for the Cambridgeshire and Peterborough Health System, and the wider risks that could impact from a multiagency perspective. The Governing Body considered what further assurance is required on planning and preparedness for end of transition.
<p><b>Meeting Date: 25 November 2020 (virtual in Private)</b>  <b>Present:</b> Carol Anderson, Chief Nurse Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member David Finlay, CCG Lay Member Sue Graham, Director of Contracts and Performance Dr Fiona Head, Acting Medical Director Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Jan Thomas, Accountable Officer  <b>In Attendance:</b> Jessica Bawden, Director of Primary Care Sharon Fox, CCG Secretary Simon Barlow Corporate Governance Manager  <b>Apologies:</b> Nikki Pasek, Dr Sripat Pai, Dr Adnan Tariq, Dr Liz Robin &amp; Jane Webster.</p>		
<b>Item Title</b>	<b>Summary</b>	<b>Decision</b>
<b>Designated Covid 19 Beds</b>	The Governing Body received a paper that outlined the mandatory requirement to commission additional bed provision in the community to ensure individuals who were COVID-19 positive or unable to comply with self-isolation requirements could be safely cared for upon discharge from hospital.	The Governing Body approved the recommendation that option 2 be commissioned as the dedicated designated units for Cambridgeshire and Peterborough.
<b>CCG Annual Assessment 2019/20 Announcement</b>	The Governing Body received confirmation of NHS England's official rating for the CCG of Requires Improvement. The Governing Body expressed its disappointment at this assessment in light of the progress made by the CCG during the year.	Noted.
<b>MPs' Letter Concerning IVF</b>	The Governing Body was informed that a letter signed by all local MPs had been received, urging the CCG to review its current position with regards to the non-provision of IVF services, and to also meet with the campaign group that was lobbying for re-instatement of the service.	Noted.

<p><b>Meeting Date: 1 December 2020 (virtual in Private)</b>  <b>Present:</b> Carol Anderson, Chief Nurse Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member David Finlay, CCG Lay Member Dr Fiona Head, Acting Medical Director Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Katherine Rowe, Secondary Care Doctor Dr Adnan Tariq, GP Member Jan Thomas, Accountable Officer  <b>In Attendance:</b> Jessica Bawden, Director of Primary Care Sharon Fox, CCG Secretary Gemma Keats, Corporate Governance Administrator Sarah Learney, Programme Director  <b>Apologies:</b> Dr Liz Robin &amp; Jane Webster.</p>		
Item Title	Summary	Decision
<b>Accountable Officer Update</b>	The Governing Body received a general update, including a brief update on the COVID-19 incident.	Noted.
<b>Weekly Integrated Performance Report</b>	The Governing Body received the Weekly Integrated Performance Report.	Noted.
<b>Bed Capacity for non-COVID-19 Positive Patients / COVID-19 Positive Patients</b>	The Governing Body received a paper on Bed Capacity for non-COVID-19 Positive Patients / COVID-19 Positive Patients.	The Governing Body approved the commissioning of up to 13 beds, as outlined in the report; approved the recommendation that final authorisation of individual placements into the additional bed capacity is given to Carol Anderson (and Deputy), to ensure that the agreed process had been followed and manage flow into the beds. The Governing Body noted the change in commissioning arrangements for St George Care Home and approved the continued use of these beds as outlined in the paper. The Governing Body approved recommendation that Sue Graham (and Deputy) had final authorisation on when the 7 beds at St George Care Home are commissioned.
<b>BMI Can Do It: Programme to support Obesity and Diabetes Inequalities</b>	The Governing Body received a paper on BMI Can Do It: Programme to support Obesity and Diabetes Inequalities.	All GP Members declared an interest in this item, noting that they could comment on the proposal in their corporate / clinical role but not take part in the decision-making process.  The Governing Body acknowledged updates for the BMI Can Do It programme's key workstreams and approved the rollover of the £500k allocation for diabetes 3 treatment target outcomes incentive for primary care.
<p><b>Meeting Date: 8 December 2020 (virtual in Private)</b>  <b>Present:</b> Dr Jane Collyer, GP Member David Finlay, CCG Lay Member Sue Graham, Director of Performance &amp; Contracts Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Nikki Pasek, CCG Lay Member Dr Katherine Rowe, Secondary Care Doctor Jan Thomas, Accountable Officer  <b>In Attendance:</b> Jessica Bawden, Director of Primary Care Sharon Fox, CCG Secretary Gemma Keats, Corporate Governance Administrator Sarah Learney, Programme Director  <b>Apologies:</b> Dr Liz Robin, Dr Sripat Pai, Dr Adnan Tariq, Dr Mark Brookes, Dr Fiona Head &amp; Carol Anderson</p>		
Item Title	Summary	Decision
<b>Accountable Officer Update</b>	The Governing Body received a general update, including an update on the COVID-19 incident and Mass Vaccinations.	Noted.

<b>Integrated Care System paper</b>	The Governing Body received a paper on Becoming an Integrated Care System (ICS) and Strategic Commissioner.	The Governing Body formally endorsed the principles set out in the paper in respect of the shape of the ICS, acknowledging that further work is required to finalise the application to NHSE/I which needed to be submitted in January 2021. This was set out at Annex A. The Governing Body noted that further discussion on approach and next steps would be brought back to the Governing Body in January 2021.
<b>Weekly Integrated Performance Report</b>	The Governing Body received the Weekly Integrated Performance Report.	Noted.
<b>Urgent Treatment Centre Contracting Arrangements</b>	The Governing Body received a paper on Urgent Treatment Centre (UTC) Contracting Arrangements.	The Governing Body approved the recommendation that the Peterborough UTC contract was varied into the NWAFT contract for a period of 18-24 months to allow time for a procurement to be undertaken (Option 3).
<b>Hinchingbrooke Hospital Phase 2 Outline Business Case – Change in Scope</b>	The Governing Body received a paper setting out the Hinchingbrooke Hospital Phase 2 Outline Business Case – Change in Scope.	The Governing Body formally supported the Change in Scope for Hinchingbrooke Hospital.
<b>Month 7 to Month 12 Financial Plan Update</b>	The Governing Body received the Month 7 to Month 12 Financial Plan Update.	The Governing Body approved the Month 7 to 12 2020/21 budget and noted the underlying position.
<p><b>Meeting Date: 15 December 2020 (virtual in Private)</b>  <b>Present:</b> Carol Anderson, Chief Nurse Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member David Finlay, CCG Lay Member Sue Graham, Director of Performance &amp; Contracts Dr Fiona Head, Acting Medical Director Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Katherine Rowe, Secondary Care Doctor Dr Adnan Tariq, GP Member Jan Thomas, Accountable Officer  <b>In Attendance:</b> Jessica Bawden, Director of Primary Care Sharon Fox, CCG Secretary Gemma Keats, Corporate Governance Administrator Dr Gysbert Fourie, GP Clinical Lead (Outpatient Redesign, Procurement &amp; CUH A&amp;E Delivery Board) Aleks Mecan, Head of Community Services  <b>Apologies:</b> Dr Liz Robin, Jane Webster.</p>		
<b>Item Title</b>	<b>Summary</b>	<b>Decision</b>
<b>Post-COVID-19 Assessment Clinics, NHSE funding &amp; Delivery Model</b>	The Governing Body received a paper on the development of Post-COVID-19 Assessment Clinics, NHSE funding & Delivery Model	The Governing Body supported the progress which had been made to date in the development of this offer; supported the proposed costing split amongst the Acute providers (CUH and NWAFT) of the £163,000 NHSE monies; and supported the proposed costing split amongst Primary Care and Community Providers of the £150,000 CCG Primary Care monies. The Governing Body agreed that Commissioners should continue working with the system on developing these clinics, with a particular focus on the North of the county.
<b>Weekly Integrated Performance Report</b>	The Governing Body received the Weekly Integrated Performance Report.	Noted.

<p><b>Meeting Date: 22 December 2020 (virtual in Private)</b>  <b>Present:</b> Carol Anderson, Chief Nurse Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member David Finlay, CCG Lay Member Sue Graham, Director of Performance &amp; Contracts Dr Fiona Head, Acting Medical Director Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Katherine Rowe, Secondary Care Doctor Dr Adnan Tariq, GP Member Jan Thomas, Accountable Officer  <b>In Attendance:</b> Sharon Fox, CCG Secretary Laura Halstead, Head of Communications &amp; Marketing Matthew Smith, UEC Lead  <b>Apologies:</b> Sarah Learney, Jessica Bawden, Dr Liz Robin.</p>		
Item Title	Summary	Decision
Accountable Officer Update	The Governing Body received a general update, including an update on the COVID-19 incident.	Noted.
Weekly Integrated Performance Report	The Governing Body received the Weekly Integrated Performance Report.	Noted.
Commissioning Endoscopy and MRI Capacity	The Governing Body received a paper on Commissioning Endoscopy and MRI Capacity.	The Governing Body approved the commissioning of the 2 mobile MRI units with Philips for a 6-month period from January 2021. The Governing Body noted the endoscopy offer by Philips and the ongoing work to identify a robust solution to the backlog activity.
Appraisal of the Options to Maintain the Capacity of the Stroke and Neuro-Rehab Service During Winter and the COVID-19 Spike	The Governing Body received a paper on the Appraisal of the Options to Maintain the Capacity of the Stroke and Neuro-Rehab Service During Winter and the COVID-19 Spike.	Dr Adnan Tariq declared an interest in this item as his practice, Boroughbury Medical Centre had a contract in this area. It was agreed Dr Adnan Tariq could be involved in the discussion.  The Governing Body approved Option 2. Commission additional stroke/neuro-rehab beds in Specialist Non-NHS Care Homes. This will be with immediate effect, but with the limitations that Placements will only be made to the extent that they can realistically be completed by 31st March 2021. Depending on length of stay required, it is unlikely that new placements will be made after mid-January. Placements are monitored to ensure that there is no inappropriate increase in continuing health care onward placements. The Governing Body approved Option 3, to introduce 6-day working in Community Neuro-rehab team, with the caveat that CPFT will need to balance this benefit against multiple calls on their staff over the next 3 months.
<p><b>Meeting Date: 5 January 2021 (virtual in Private)</b>  <b>Present:</b> Carol Anderson, Chief Nurse Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member Laura Hill, CCG Lay Member Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Katherine Rowe, Secondary Care Consultant Dr Adnan Tariq, GP Member Jan Thomas, Accountable Officer  <b>In Attendance:</b> Sharon Fox, CCG Secretary Sue Graham, Director of Performance &amp; Contracts Gemma Keats, Corporate Governance Administrator Sarah Learney, Programme Director Jane Webster, Director of Commissioning  <b>Apologies:</b> Jessica Bawden, Dr Fiona Head &amp; Dr Liz Robin.</p>		
Item Title	Summary	Decision
COVID-19 Briefing	The Governing Body received an update on the COVID-19 Pandemic, including an update on the Vaccination programme, the response to the COVID-19 incident and an update on finance.	Noted.

<p><b>Meeting Date: 12 January 2021 (virtual in Private)</b>  <b>Present:</b> Carol Anderson, Chief Nurse Dr Jane Collyer, GP Member Laura Hill, CCG Lay Member Dr Fiona Head, Acting Medical Director Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Katherine Rowe, Secondary Care Consultant Dr Adnan Tariq, GP Member  <b>In Attendance:</b> Jessica Bawden, Director of Primary Care Sharon Fox, CCG Secretary Sue Graham, Director of Performance &amp; Contracts Laura Halstead, Head of Communications &amp; Marketing Gemma Keats, Corporate Governance Administrator Dr Liz Robin, Director of Public Health Jane Webster, Director of Commissioning  <b>Apologies:</b> Dr Fiona Head and Dr Mark Brookes.</p>		
Item Title	Summary	Decision
<b>Governing Body Decision Log</b>	The Governing Body received the Governing Body Decision Log summarising decisions made between 10 November 2020 – 22 December 2020.	Approved.
<b>Update on Commissioning of MRI Scanners</b>	The Governing Body received an update paper on the commissioning of MRI scanners.	The Governing Body noted and approved the change in funding to £957,250 for 2 MRI scanners for 6 months. The Governing Body noted the change of location for 1 of the MRI scanners, from the original proposal.
<b>Accountable Officers Update</b>	The Governing Body received the Accountable Officers Update.	The Governing Body noted the Accountable Officer's report. The Governing Body endorsed the nomination of the Chief Nurse as the CCG's Patient Safety Specialist. The Governing Body approved the change to the CCG's Constitution and associated Standing Orders. The Governing Body approved the extension of the tenure of Dr Jane Collyer and Dr Sri Pai for a further six months, acknowledging that this will be reviewed as we learn more about the future Integrated Care System governance arrangements.
<b>Covid-19 Vaccination Update</b>	The Governing Body received an update on the Mass Vaccination Programme.	Noted.
<b>Weekly Integrated Performance Report</b>	The Governing Body received the Weekly Integrated Performance Report.	Noted.
<b>Early Intervention and Prevention Framework</b>	The Governing Body received an update on progress in establishing a new framework for Early Intervention and Prevention Services.	The Governing Body approved the recommendation to signing of the Inter Authority Agreement, in accordance with the CCG Constitution. The Governing Body approved the recommendation to extend current Grant Agreement arrangements for in scope services.
<b>Accommodation Strategy</b>	The Governing Body received a paper providing a progress update on the move to one hub at Gemini House, Ely and detailed financial information of the closure of Lockton House, Pathfinder House and City Care Centre and the opening of the new office hub.	The Governing Body agreed total refurbishment funding of £302k and agreed one off total cost of £143k. The Governing Body agreed up to £150k is approved to fund additional requirements, such as air conditioning, added to brief following Chief Officers Team meeting (7 January 2021). The Governing Body agreed to pay refurbishment costs (£595k) from 2020/21 running costs.
<b>Proposal to Temporarily Close Wisbech MIU to Support the COVID-19 Crisis response</b>	The Governing Body received a paper outlining a proposal to temporarily close Wisbech MIU to support the COVID-19 Crisis response.	The Governing Body approved the proposal to temporarily close the Wisbech MIU and redeploy staff across a range of functions to support the COVID-19 response. The Governing Body agreed to review (with a focus on health inequalities) the temporary closure no later than mid-February 2021.

<b>IPAC Overview Report and Integrated Performance Report</b>	The Governing Body received the IPAC Overview Report and Integrated Performance Report.	The Governing Body noted the recommendations set out in the report which would be considered at the next Governing Body Meeting in Public.
<b>Strategy &amp; Planning Committee Overview Report</b>	The Governing Body received the Strategy & Planning Committee Overview Report.	Noted.
<b>Primary Care Commissioning Committee Overview Report</b>	The Governing Body received the Primary Care Commissioning Committee Overview Report, noting an urgent decision taken by the Committee to extend three APMS contracts.	Noted.
<b>BMI Can Do It Update</b>	The Governing Body received an update on the BMI Can Do It campaign.	Noted.
<p><b>Meeting Date: 19 January 2021 (virtual in Private)</b>  <b>Present:</b> Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member Dr Fiona Head, Acting Medical Director Laura Hill, CCG Lay Member Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Katherine Rowe, Secondary Care Consultant Jan Thomas, Accountable Officer  <b>In Attendance:</b> Sharon Fox, CCG Secretary Laura Halstead, Head of Communications &amp; Marketing Gemma Keats, Corporate Governance Administrator Sarah Learney, Programme Director Jane Webster, Director of Commissioning  <b>Apologies:</b> Carol Anderson, Sue Graham, Dr Adnan Tariq &amp; Dr Liz Robin.</p>		
<b>Item Title</b>	<b>Summary</b>	<b>Decision</b>
<b>Accountable Officer Update</b>	The Governing Body received a general update, including an update on COVID-19.	Noted.
<b>Vaccination Programme Update</b>	The Governing Body received an update on the Vaccination Programme.	Noted.
<b>Weekly Integrated Performance Report</b>	The Governing Body received the Weekly Integrated Performance Report.	Noted.
<b>Cambridge Cancer Research Hospital – Strategic Outline Case</b>	The Governing Body received a paper on the Cambridge Cancer Research Hospital (CCRH)– Strategic Outline Case (SOC).	The Governing Body supported the current draft of the SOC, noting that the economic and financial cases had not yet been completed, and that further sign off by the CCG would be required at the Outline Business Case (OBC) and Full Business Case (FBC) stages of the approval process. The Governing Body approved the draft letter to CUHFT, subject to adding the sentence suggested by Dr Fiona Head.
<p><b>Meeting Date: 21 January 2021 (virtual in private)</b>  <b>Present:</b> Carol Anderson, Chief Nurse Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member Dr Fiona Head, Acting Medical Director Laura Hill, CCG Lay Member Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Nikki Pasek, CCG Lay Member Dr Katherine Rowe, Secondary Care Consultant Jan Thomas, Accountable Officer  <b>In Attendance:</b> Jessica Bawden, Director of Primary Care Sharon Fox, CCG Secretary Sue Graham, Director of Performance &amp; Contracts Laura Halstead, Head of Communications &amp; Marketing Sarah Hannay, Deputy Chief Finance Officer Sarah Learney, Programme Director Jane Webster, Director of Commissioning  <b>Apologies:</b> Dr Sripat Pai and Dr Adnan Tariq.</p>		
<b>Item Title</b>	<b>Summary</b>	<b>Decision</b>
<b>Commissioning Additional Capacity to Support Discharge</b>	The Governing Body received a paper setting out proposals to create additional capacity to support discharge during the latest wave of the COVID-19 pandemic.	The Governing Body agreed the recommendations set out in the paper, subject to the outstanding issues under Section 3 of the paper being resolved and accepting the potential financial risk of £450k in 21/22. The Governing Body agreed the commissioning



		of 25 beds at Werrington Lodge at a cost of £237,500 and the additional GP medical cover required for these beds at a cost of £5,700 until the 31 March 2021. The Governing Body agreed the delegated authority to the CCG CHC team or CPFT SPA to approve 1:1 care support for delirium patients at Werrington Lodge where required, noting the cost of £20 per hour. The Governing Body agreed the commissioning of 19 live in carers until 31 March 2021 at a cost of £188,554. The Governing Body agreed the commissioning of 7 learning disability properties at a cost of £327,060 until 31 March 2021. The Governing Body agreed the commissioning of 30 beds at the Papworth Hospital site at a cost of £1.7m subject to the assurances highlighted in this paper being given. The Governing Body agreed the removal of 7 beds at St Georges Care Home from the bed capacity model, saving £234,000. The Governing Body agreed the commissioning of 6 extra care beds at Friary Court for 3 months at a maximum cost of £372,720. The Governing Body agreed the extension to 7 day working for the NRS contract for 3 months at a cost of £15,000.
<b>Staff – Mass Vaccination Programme</b>	The Governing Body received an update on progress with the Mass Vaccination programme.	Noted.
<p><b>Meeting Date: 25 January 2021 (virtual in private)</b>  <b>Present:</b> Carol Anderson, Chief Nurse Dr Fiona Head, Acting Medical Director Laura Hill, CCG Lay Member Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Adnan Tariq, GP Member Dr Katherine Rowe, Secondary Care Consultant Jan Thomas, Accountable Officer  <b>In Attendance:</b> Sharon Fox, CCG Secretary Sarah Learney, Programme Director Jane Webster, Director of Commissioning Sarah Hannay, Deputy Chief Finance Officer  <b>Apologies:</b> Dr Jane Collyer, Dr Mark Brookes, Jessica Bawden and Laura Halstead.</p>		
<b>Item Title</b>	<b>Summary</b>	<b>Decision</b>
<b>Declarations of Interest</b>	Dr Adnan Tariq highlighted his registered interest in Care Homes and that CPFT contracted with his GP practice in relation to Option 2B – Otters Bar.	The Chair acknowledged this interest, already declared, and advised that this would not be an issue in terms of the decision-making in relation to the additional capacity to support discharge item on the Agenda.
<b>Commissioning Additional Capacity to Support Discharge – Update on the 30 beds at the Papworth site</b>	The Governing Body received a paper updating on the 30 bed Papworth proposal previously approved to increase capacity to support discharge in Cambridgeshire and Peterborough. It also outlined an additional proposal for bed capacity to be created by Cambridgeshire and Peterborough NHS Foundation Trust (CPFT).	The Governing Body approved Option B and to pursue the additional capacity that could be provided by CPFT. Jan Thomas agreed to communicate the decision to the Local Authority and members of the Discharge Oversight Board.

**Meeting Date: 26 January 2021 (virtual by email)**

**Present:** Carol Anderson, Chief Nurse Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member Sue Graham, Director of Performance & Contracts Dr Fiona Head, Acting Medical Director Laura Hill, CCG Lay Member Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Katherine Rowe, Secondary Care Consultant Dr Adnan Tariq, GP Member Jan Thomas, Accountable Officer.

Item Title	Summary	Decision
<b>Declarations of Interest</b>	<p>Research Grant, Breathlessness: Dr Sripat Pai declared that he works at GP Education Group which has a direct relationship with the End of Life/ Palliative Care Team in the University's Primary Care Unit where his wife works. He did not partake in any research with his wife and the budgets were separate but reported on the same balance sheet for the University as the departments are funded from the same financial stream.</p> <p>Research Grant, Rare Diseases: Dr Sripat Pai declared that Stephen Morris is a researcher in the Primary Care Unit at the University where he is based. But they do not work together on any research.</p>	The Chair acknowledged the Declarations of Interest which were not considered to be an issue in terms of decision-making for these Grants.
<b>Procurement of a Home Oxygen Service for East of England</b>	The Governing Body received a paper on the Home Oxygen Service Contract, that was currently managed by West Essex Clinical Commissioning Group (WECCG) on behalf of 19 other CCGs in the East of England (including C&P CCG) and was due to expire in March 2022.	The Governing Body endorsed the procurement of a regional home oxygen service for a duration of seven years, with the option to extend for a further three years using the approach discussed in this paper. The Governing Body approved the ongoing management of the new contract would be completed by West Essex Clinical Commissioning Group. The Governing Body noted that, on completion of the tender process, an evaluation report would be brought back to the Governing Body for approval of the recommendation for contract award, currently predicted to be in Quarter 2 of 2021/22.
<b>Research Grant - Primarybreath: Testing a Remote Primary Care Telebreath Intervention for Chronic Breathlessness</b>	The Governing Body received a paper a Research Grant: Primarybreath: Testing a Remote Primary Care Telebreath Intervention for Chronic Breathlessness.	The Governing Body supported the CCG R&D Team hosting the Research Grant.
<b>Research Grant - Diabetes</b>	The Governing Body received a paper on a Diabetes Research Grant.	The Governing Body supported the CCG R&D Team to host the Research Grant.
<b>Research Grant - Coordinated Care of Rare Diseases - Care Coordinators (Concord Cc)</b>	The Governing Body received a paper on the Research Grant for Coordinated Care of Rare Diseases - Care Coordinators (Concord Cc).	The Governing Body supported the CCG hosting the research grant.

<p><b>Meeting Date: 1 February 2021 (virtual in private)</b>  <b>Present:</b> Carol Anderson, Chief Nurse Dr Mark Brookes, GP Member Sue Graham, Director of Performance &amp; Contracts Dr Fiona Head, Acting Medical Director Laura Hill, CCG Lay Member Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Katherine Rowe, Secondary Care Consultant Dr Adnan Tariq, GP Member Jan Thomas, Accountable Officer  <b>In Attendance:</b> Jessica Bawden, Director of Primary Care Sharon Fox, CCG Secretary Sarah Learney, Programme Director Jane Webster, Director of Commissioning  <b>Apologies:</b> Dr Jane Collyer, Dr Liz Robin &amp; Laura Halstead.</p>		
Item Title	Summary	Decision
<b>Accountable Officer Update</b>	The Governing Body received a general update, including the COVID-19 National Emergency and the mass vaccination programme.	The Governing Body noted the update and acknowledged the hard work of the whole system in delivering the vaccination programme, alongside managing the COVID-19 incident.
<b>Weekly Integrated Performance Report</b>	The Governing Body received the Weekly Integrated Performance Report.	Noted.
<b>Integrated Care System – Draft Application</b>	The Governing Body received the latest version of the Draft Application for the Cambridgeshire and Peterborough system to become an Integrated Care System (ICS).	The Governing Body endorsed the ICS application document.
<p><b>Meeting Date: 9 February 2021 (virtual in private)</b>  <b>Present:</b> Carol Anderson, Chief Nurse Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member Sue Graham, Director of Performance &amp; Contracts Dr Fiona Head, Acting Medical Director Laura Hill, CCG Lay Member Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Katherine Rowe, Secondary Care Doctor Dr Adnan Tariq, GP Member Jan Thomas, Accountable officer.  <b>In Attendance:</b> Jessica Bawden, Director of Primary Care Sharon Fox, CCG Secretary Laura Halstead, Head of Communications &amp; Marketing Gemma Keats, Corporate Governance Administrator Sarah Learney, Programme Director Jane Webster, Director of Commissioning</p>		
Item Title	Summary	Decision
<b>Accountable Officer Update</b>	The Governing Body received a general update, including the COVID-19 incident and the vaccination programme.	Noted.
<b>Weekly Integrated Performance Report</b>	The Governing Body received the Weekly Integrated Performance Report.	Noted.
<b>Cambridge Cancer Research Hospital – Strategic Outline Case (Financial Case)</b>	The Governing Body received an update on the previously discussed paper on the Cambridge Cancer Research Hospital – Strategic Outline Case.	The Governing Body supported the revised strategic outline case, noting the increased financial deficit and the proposed mitigations. Further sign off by the CCG will be required at the Outline Business Case (OBC) and Full Business Case (FBC) stages of the approval process.
<b>NWAFT Maternity Services</b>	The Governing Body received a paper updating on maternity services at North West Anglia Foundation Trust (NWAFT).	Noted.
<b>Research Grant - Investigating the Role of Associate Professionals in Primary Care (ADAPT)</b>	The Governing Body received a paper outlining a Research Grant for Investigating the Role of Associate Professionals in Primary Care (ADAPT).	The Governing Body supported the CCG hosting the research grant.
<b>Any Other Business - Month 10 Outturn Position.</b>	The Governing Body received a verbal update on the Month 10 financial outturn position.	Noted.

<p><b>Meeting Date: 23 February 2021 (virtual in private)</b>  <b>Present:</b> Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member Sue Graham, Director of Performance &amp; Contracts Laura Hill, CCG Lay Member Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Katherine Rowe, Secondary Care Doctor Dr Adnan Tariq, GP Member  <b>In Attendance:</b> Jessica Bawden, Director of Primary Care Sharon Fox, CCG Secretary Laura Halstead, Head of Communications &amp; Marketing Gemma Keats, Corporate Governance Administrator Sarah Learney, Programme Director Jane Webster, Director of Commissioning  <b>Apologies:</b> Dr Liz Robin, Carol Anderson, Dr Fiona Head &amp; Jan Thomas.</p>		
Item Title	Summary	Decision
<b>Accountable Officer Update</b>	The Governing Body received a general update, including the vaccination programme and the ICS application.	Noted.
<b>Discharge to Assess: Stabilisation, Restoration, and Re-set Plan</b>	The Governing Body received a paper outlining the high-level approach by the Cambridgeshire and Peterborough system in the stabilisation, re-set and restoration of the Discharge to Assess (D2A) services post wave 3 COVID surge.	The Governing Body supported the systems two phased approach to stabilisation, recovery and re-set of D2A discharge services and pathways as we move out of wave 3 COVID response. the Governing Body endorsed the system funding split made by Health Gold on continuation of the 'enabling' service capacity until the 13 May 2021. The Governing Body ratified the contract extensions agreed under delegated authority on the 17 February 2021. The Governing Body approved the extension of the COVID specific capacity until 13 May 2021 in line with central funding. The Governing Body approved the step down of the under-utilised capacity.
<b>Weekly Integrated Performance Report</b>	The Governing Body received the Weekly Integrated Performance Report.	Noted.
<p><b>Meeting Date: 2 March 2021 (virtual in private)</b>  <b>Present:</b> Carol Anderson, Chief Nurse Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member Sue Graham, Director of Performance &amp; Contracts Dr Fiona Head, Acting Medical Director Laura Hill, CCG Lay Member Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Katherine Rowe, Secondary Care Doctor Dr Adnan Tariq, GP Member Jan Thomas, Accountable Officer  <b>In Attendance:</b> Jessica Bawden, Director of Primary Care Sharon Fox, CCG Secretary Laura Halstead, Head of Communications &amp; Marketing Gemma Keats, Corporate Governance Administrator Jane Webster, Director of Commissioning  <b>Apologies:</b> Dr Liz Robin.</p>		
Item Title	Summary	Decision
<b>Accountable Officer Update</b>	The Governing Body received a general update, including COVID-19, the vaccination programme and recovery and restoration.	Noted.
<b>Chief Finance Officer Update</b>	The Governing Body received an update on the financial position.	Noted.
<b>System Quality and Patient Safety Risks</b>	The Governing Body received a paper providing a critical 'snapshot' of patient safety and quality concerns articulated by the CCG Leads for key areas of accountability and statutory responsibility.	The Governing Body noted the content of this paper and discussed the content. The Governing Body acknowledged the significant risks identified within the paper. The Governing Body noted that Provider Directors of Nursing had been asked to comment / add to the content and that an update on this would be provided to the Governing Body once received.

<p><b>Meeting Date: 9 March 2021 (virtual in private)</b>  <b>Present:</b> Carol Anderson, Chief Nurse Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member Sue Graham, Director of Performance &amp; Contracts Laura Hill, CCG Lay Member Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Katherine Rowe, Secondary Care Doctor Dr Adnan Tariq, GP Member Jan Thomas, Accountable Officer  <b>In Attendance:</b> Jessica Bawden, Director of Primary Care Sharon Fox, CCG Secretary Laura Halstead, Head of Communications &amp; Marketing Gemma Keats, Corporate Governance Administrator Jane Webster, Director of Commissioning Marek Zamborsky, Amanda Roach &amp; Aly Anderson  <b>Apologies:</b> Dr Fiona Head, Dr Liz Robin.</p>		
Item Title	Summary	Decision
<b>Weekly Integrated Performance Report</b>	The Governing Body received the Weekly Integrated Performance Report.	Noted.
<b>Additional Investments 2020/21</b>	The Governing Body received and discussed a paper on additional investments for 2020/21.	Noted.
<b>Supporting Mental Wellbeing of the Local Population Who Have Been Severely Affected by the Pandemic</b>	The Governing Body received a paper outlining the system approach to supporting the mental wellbeing of our population, including children and young people, adults, and older people, who have been severely impacted by the pandemic.	The Governing Body agreed to bring this paper back to the next meeting for decision.
<b>Remuneration &amp; Terms of Service Committee Recommendation (Lay and GP Members only)</b>	The Governing Body received a paper setting out the recommendations from the Remuneration and Terms of Service Committee to implement the recommendations from NHSE/I in relation to pay awards for those on Very Senior Manager terms and conditions. The recommendations related to the financial years 2019/20 and 2020/21.	It was noted this paper was considered by Lay Members and GP Members only).  The Governing Body noted the recommendations by the NHSE Chief Operating Officer. The Governing Body approved the recommendation from the Remuneration and Terms of Service Committee to implement the proposed pay rates proposed by the Chief Operating Officer for NHSE/I as set out in the paper.
<p><b>Meeting Date: 16 March 2021 (virtual in private)</b>  <b>Present:</b> Carol Anderson, Chief Nurse Jessica Bawden, Director of Primary Care, Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member Sue Graham, Director of Performance &amp; Contracts Laura Hill, CCG Lay Member Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member, Nikki Pasek, CCG Lay Member, Dr Katherine Rowe, Secondary Care Doctor Dr Adnan Tariq, GP Member Jan Thomas, Accountable Officer  <b>In Attendance:</b> Kit Connick, Director of Strategy &amp; Planning, Sharon Fox, CCG Secretary, Laura Halstead, Head of Communications &amp; Marketing, Jane Webster, Director of Commissioning, Greg Lane &amp; Simon Barlow.  <b>Apologies:</b> Dr Fiona Head, Dr Liz Robin, Dr Sripat Pai</p>		
Item Title	Summary	Decision
<b>Additional Investments 20/21 Update</b>	The Governing Body received a verbal update around additional investments for 2020/21.	Noted.
<b>Accountable Officer Update</b>	The Governing Body received a general update, including COVID-19, the vaccination programme and recovery and restoration.	Noted.
<b>Weekly Integrated Performance Report</b>	The Governing Body received the Weekly Integrated Performance Report.	Noted.
<b>Primary Care Surge Hubs - Additional Funding</b>	<i>All GP members declared should declared an interest in this item which was chaired the Lay Member Deputy Chair.</i>	The Governing Body agreed that our Primary Care partners required further support through additional capacity in/out of hours; and approved the Surge Hubs proposal for additional

	<p><i>GP Members commented on the proposal but not take part in the decision.</i></p> <p>The Governing Body received a paper detailing a proposal for additional funding to allow primary care surge hubs to continue beyond March 21 and support primary care with restoration and recovery post mass vaccinations.</p>	<p>funding to continue to support primary care with on the day demand and through restoration and recovery of services.</p>
<p><b>Meeting Date: 23 March 2021 (virtual in private)</b></p> <p><b>Present:</b> Dr Mark Brookes, GP Member Dr Jane Collyer, GP Member Kit Connick, Director of Strategy &amp; Planning Dr Fiona Head, Medical Director Laura Hill, CCG Lay Member Dr Gary Howsam, Clinical Chair Dr Julian Huppert, CCG Lay Member Louis Kamfer, Chief Finance Officer Stephen Mitcham, CCG Lay Member Dr Sripat Pai, GP Member Nikki Pasek, CCG Lay Member Dr Katherine Rowe, Secondary Care Doctor Dr Adnan Tariq, GP Member Jan Thomas, Accountable Officer</p> <p><b>In Attendance:</b> Sharon Fox, CCG Secretary Sue Graham, Director of Performance &amp; Contracts Laura Halstead, Head of Communications &amp; Marketing Gemma Keats, Corporate Governance Administrator Marek Zamborsky.</p> <p><b>Apologies:</b> Carol Anderson, Dr Liz Robin, Jane Webster &amp; Jessica Bawden.</p>		
<b>Item Title</b>	<b>Summary</b>	<b>Decision</b>
<b>Accountable Officer Update</b>	The Governing Body received a general update, including COVID-19, the vaccination programme and recovery and restoration.	Noted.
<b>External Audit – Contract Extension</b>	The Governing Body received a paper on the External Audit Contract Extension. It was noted that the Auditor Panel met on 16 March 2021 to consider a proposal to extend the appointment period of the CCG’s existing External Audit provider.	The Governing Body approved the Auditor Panel’s recommendation to extend the current contract with Ernst and Young for a further three years up until 2023/24.