

## Draft Minutes of the Hambleton Richmondshire and Whitby Clinical Commissioning Group Governing Body Meeting

**Date:** Thursday 25 July 2019  
**Time:** 1:30pm – 3:00pm  
**Location:** Suite 4, Evolution Business Centre, Darlington Rd, Northallerton, DL6 2NQ

### Voting Members:

Dr Charles Parker	Clinical Chair (Chair)
Amanda Bloor	Accountable Officer (North Yorkshire CCGs)
Iain Dobinson	Chief Finance Officer
Philip Hewitson	Lay Governing Body Member
Linda Lloyd	Lay Member/Lead for Patient and Public Involvement
Dr Jon James (retired)	Secondary Care Doctor
Dr George Campbell	GP Governing Body Member
Ken Readshaw	Lay Member/Lead for Audit and Governance

### Non-Voting Members:

Doff Pollard	Health Engagement Network Representative (Whitby)
Jane Ritchie,	Health Engagement Network (HEN) Representative, Richmondshire
Lincoln Sargeant	Director of Public Health, NYCC
Dale Owens	Assistant Director Care and Support, NYCC

### In Attendance

Wendy Balmain	Director of Strategy and Integration
Julie Warren	Director of Corporate Services, Governance and Performance
Jayne Hill	Head of Children and Young People's Services
Elaine Wyllie	Designated Nurse Safeguarding Children and Children in Care North Yorkshire and York
Sharon Gent	Executive Assistant (minutes)

### Members of the Public

Nigel Ayre	Healthwatch North Yorkshire
------------	-----------------------------

Item No	Agenda Item	Actions
1.	<p><b>Welcome and Introductions</b></p> <p>The Chair opened the meeting and welcomed all. The Governing Body members introduced themselves.</p>	
2.	<p><b>Apologies for Absence</b></p> <p>Jim Forrest, Health Engagement Network (HEN) Representative Hambleton            Simon Cox, Director of Acute Commissioning, North Yorkshire Clinical Commissioning Groups            Susan Peckitt, Chief Nurse            Mark Hodgson, GP Governing Body Member</p>	

<p><b>3.</b></p>	<p><b>Approval of Minutes of the last meeting:</b></p> <p>The minutes of the Governing Body meeting held on Thursday 23 May 2019 were reviewed for accuracy and were agreed as an accurate and true record of the meeting.</p> <p><b>The Governing Body:</b></p> <ol style="list-style-type: none"> <li>1. Approved the minutes of the Governing Body meeting held on 23 May 2019 as an accurate and true record of the business conducted.</li> </ol>	
<p><b>4.</b></p>	<p><b>Action Log Update</b></p> <p>Ref 203      Action complete and action log updated accordingly.</p> <p>Ref 204      Action complete and action log updated accordingly.</p> <p>Ref 205      Action complete and action log updated accordingly.</p> <p>Ref 206      Amended to 'Continence Service' – action not due till September 2019</p> <p>Ref 207      Actions complete and action log updated accordingly.</p> <p>Ref 208      Action complete and action log updated accordingly.</p> <p>Ref 209      Action complete and action log updated accordingly.</p> <p>Ref 210      Actions complete and action log updated accordingly.</p> <p>Ref 211      Action complete and action log updated accordingly.</p> <p><b>The Governing Body:</b></p> <ol style="list-style-type: none"> <li>1. Noted the updates to the action log.</li> </ol>	
<p><b>5.</b></p>	<p><b>Summary of Governing Body Workshop</b></p> <p>The Chair advised that two Joint Development Workshops for the three North Yorkshire CCGs had taken place and Governance and Commissioning structures would be presented at the Council of Members meeting in August 2019 before being published. The Chair noted the merger of the 3 North Yorkshire CCGs and that a Senior Management Team would be recruited. The interviews for the Chief Finance Officer were scheduled for the following week. Preparation for consultation on the Friarage Hospital was underway.</p> <p><b>The Governing Body:</b></p> <ol style="list-style-type: none"> <li>1. Noted the Chair's update from the Governing Body Workshops.</li> </ol>	

<p><b>6.</b></p>	<p><b>Conflicts of Interest / Changes to Declarations</b></p> <p>Charles Parker reminded the Governing Body members of their obligation to declare any interest they may have which may conflict with the business of Hambleton Richmondshire and Whitby Clinical Commissioning Group and also any conflict they may have with any of the agenda items.</p> <p>Jane Ritchie declared that as of 12 June 2019, she had shares with Roche, United Health, Johnson and Johnson, Bristol-Myers Squibb and Woodford Patient Capital.</p> <p>There were no other changes or new declarations of interest to note.</p> <p>Declarations of interest recorded for members of the Hambleton Richmondshire and Whitby CCG Governing Body are listed in the CCG's Register of Interests which is available on the CCG website at the following link: <a href="#">Click here</a></p> <p><b>The Governing Body:</b></p> <ol style="list-style-type: none"> <li>1. Noted the above update to declarations of interest.</li> </ol>	
<p><b>7.</b></p>	<p><b>Questions from Members of the Public</b></p> <p>There were no questions from members of the public.</p> <p><b>The Governing Body:</b></p> <ol style="list-style-type: none"> <li>1. Noted the above.</li> </ol>	
<p><b>9.</b></p>	<p><b>Quality and Safety Update</b></p> <p>Jon James presented the quality and safety update and noted continuing issues with E-Coli and Sepsis. Two never events involved theatres at JCUH. Jon noted Autism was on the agenda and an update would be provided by Jayne Hill.</p> <p><b>The Governing Body:</b></p> <ol style="list-style-type: none"> <li>1. Received the report for assurance and information.</li> </ol>	
<p><b>8.</b></p>	<p><b>Autism Paper</b></p> <p>Jayne Hill joined the meeting at 1:45pm and introduced herself.</p> <p>The Chair noted that the waiting list for autism assessments had closed in February 2019.</p> <p>Jayne presented the paper which included demand both regionally and nationally.</p> <p>Elaine Wyllie joined the meeting at 1:48pm.</p> <p>Jayne advised that Harrogate and District Foundation Trust provided the</p>	

	<p>autism service, the waiting list had closed and the CCG and the Trust were working together on a new complex model. A new transformational sustainable model had been developed and a waiting list initiative had been agreed to clear 20% backlog by September 2019. The system would be much more streamlined across Harrogate and Hambleton, Richmondshire and Whitby. Patients would be triaged into four streams depending upon complexity of their clinical presentation. A behavior pathway was to be developed.</p> <p>Julie Warren joined the meeting at 1:55pm.</p> <p>Jayne advised the CCG were keen to ensure the new model met the NICE guidelines. Patients on the backlog list would have the option of being seen earlier on the waiting list initiative or waiting until the new model was in place. The waiting list would be down to three months by July next year.</p> <p>Philip Hewitson left the meeting at 1:59pm.</p> <p>Jayne summarised the costings.</p> <p>The Chair commended Jayne on the paper. Lincoln Sargeant asked if the diagnostic rates showed other issues. Jayne advised that there was a level of complexity and there would be more robust assessments.</p> <p>The Chair congratulated Jayne on the service being under budget.</p> <p>Jayne thanked the Board and left the meeting at 2:05pm.</p> <p><b>The Governing Body:</b></p> <ol style="list-style-type: none"> <li>1. Noted the contents of the Autism report.</li> </ol>	
<p>10.</p>	<p><b>North Yorkshire Multi-Agency Safeguarding Children Arrangements and North Yorkshire CCGs Safeguarding Children Annual Report 2018/19</b></p> <p>Elaine Wyllie introduced herself and presented the paper and reports. Elaine drew the Governing Body's attention to the new statutory responsibilities under the Children and Social Work Act 2017. The North Yorkshire Safeguarding Board have submitted its proposals for the new arrangements to the Secretary of State and the new North Yorkshire Safeguarding Children Partnership (replacing the Safeguarding Children Board) will be operational from 01 September 2019.</p> <p>Jane Ritchie requested if the map on Page 7 could be removed as Hawes was missing and if it could be replaced with a different version.</p> <p>The Chair noted the experience of early intervention was very good and commended the Local Authority.</p> <p><b>The Governing Body:</b></p> <ol style="list-style-type: none"> <li>1. Received assurance that the CCG is compliant with new</li> </ol>	

	<p>legal requirements under the Children and Social Work Act 2017 with the publication of the revised Safeguarding Children Partnership arrangements.</p> <ol style="list-style-type: none"> <li>2. Received assurance that the CCG is also compliant with requirements set out in the pre-existing legal framework for the protection of children and young people and for the promotion of the health and welfare of those children and young people who are looked after.</li> <li>3. Noted progress made by the CCG with regard to the discharge of these legal duties and the development of appropriate responses to emerging threats to the safety and welfare of children and young people.</li> <li>4. Agreed to receive a further Annual Report in 2020.</li> </ol> <p>Elaine left the meeting at 2:17pm.</p>	
<p><b>11.</b></p>	<p><b>Contract and Finance Performance Dashboard 2018/19 – update from Governing Body Workshop</b></p> <p>Iain Dobinson presented the finance and contracting reports and the Governing Body were asked to recognise the excellent performance of most of the providers. There were no questions on Appendix 1.</p> <p>The Chair noted the issues around cancer waiting list performance and George Campbell noted there had been a drop with South Tees Hospitals NHS FT. Concerns over YAS response were also noted.</p> <p>Iain presented Appendix 2 and noted the CCG were on line with the target for the end of Quarter 1. There are currently pressures around small contracts on PbR. Iain advised there were no reds for QiPP which was encouraging.</p> <p>Philip Hewitson rejoined the meeting at 2:26pm.</p> <p>Ken Readshaw asked how the CCG would be covered if any of the ambers turned red and Iain advised that he expected to pull forward a pipeline of schemes and the intention is for the QiPP schemes to be recurrent. It was noted that a workshop would take place across the three North Yorkshire CCGs, including Vale of York CCG to look at strategic plans and standardisation to improve efficiencies.</p> <p><b>The Governing Body:</b></p> <ol style="list-style-type: none"> <li>1. Noted the current performance and finance data and the actions being taken to manage the areas of adverse performance.</li> </ol>	
<p><b>12.</b></p>	<p><b>Chairman’s Report</b></p> <p>The Chair noted that at the earlier development workshop there had been a thorough update on the Primary Care Networks (PCN’s). At the last Quality, Finance and Performance meeting, the Southern System &amp; ICP Risk Share Agreement was approved. The Group also approved the case for Clenil Modulite and the Estates and Technology Transformation Fund (ETTF) PID for Stokesley Health Centre.</p>	

	<p><b>The Governing Body:</b></p> <p>1. Noted the Chair's update.</p>	
<p>13.</p>	<p><b>Accountable Officer's Report</b></p> <p>Amanda Bloor presented her report. There were no questions.</p> <p><b>The Governing Body:</b></p> <p>1. Noted the Accountable Officer's report.</p>	
<p>14.</p>	<p><b>Health Engagement Network (HEN) Representatives Updates</b></p> <p>Jim Forrest provided the following written update prior to the meeting due to him not being able to attend:</p> <p><b>Local Events Attended in the Last 3 Months</b></p> <p>At the Northallerton Area Over Fifties Forum (NAOFF) meeting Jim attended the following topics were promoted using Guest Speakers from:</p> <ul style="list-style-type: none"> <li>• The CCG Medicines Management Team (April 2019)</li> <li>• Alzheimer's Day Support Services in Northallerton at Bluebell House (April 2019)</li> <li>• Community and Urgent &amp; Emergency Care, talking about 'Are We Ready' &amp; 'Dying Matters' (May 2019)</li> <li>• On Saturday the 01 June, Jim attended the Social Prescribing event at Mowbray Surgery, a joint Mayford &amp; Mowbray PPG event</li> <li>• On the evening of the 03 June Jim attended the Northallerton Business Network event at the Allerton Court Hotel promoting Wellbeing &amp; Prevention</li> <li>• On the 14 June, Jim attended the 'Crutch Open Day' at Romanby</li> <li>• On the 01 July Strollers led a Walking for Health Netwalking event at Cod Beck to show business people the benefits of walking.</li> </ul> <p><b>Future Planned Events</b></p> <ul style="list-style-type: none"> <li>• Help with Mental Health &amp; Loneliness at the next NAOFF meeting in August, talking about the new 'Men in Sheds' facility that has been set up in Northallerton</li> <li>• In September Jim will be helping promote Health at the Jobcentre Wellbeing &amp; Work Event</li> <li>• Walking for Health will be promoting walking as a health benefit at the Bedale Community Fair on 14 September.</li> </ul> <p>NAOFF also regularly circulates HRW CCG Updates and other HRW CCG Media Notices.</p> <p><b>Jane Ritchie provided the following update:</b></p> <p>Jane attended the Joint CCGs meeting on 27 June, and the Richmond</p>	

	<p>HEN /Ex-Linkers Group to update on the Catterick Hub and the Friarage. She also attended a meeting of the Trustees of the Friends of the Friary with Lisa Pope.</p> <p><b>Doff Pollard provided the following update:</b></p> <p>Doff noted that some of the activities have been crossed over with her role as Governor of the Humber Teaching NHS FT.</p> <ul style="list-style-type: none"> <li>• 30 May 2019 – in response to a request from Linda Lloyd, a session was held at a complex of flats for older people with three members of staff from the CCG talking about the importance of keeping hydrated and avoiding falls. This was well received.</li> <li>• 03 June 2019 – Doff attended Whitby League of Friends to talk about their collaboration in relation to the new developments</li> <li>• 19 June 2019 – Doff attended a Patient and Carers Forum of Whitby Hospital organized by Humber Teaching NHS FT</li> <li>• 26 June 2019 – Doff attended a ‘Dying Really Matters’ event at The Coliseum in Whitby coordinated by Carers Resource. This was a great opportunity for providers to network and talk to the public, including Humber Teaching NHS FT, MacMillan Nurses, St Catherine’s Hospice (also attended by Linda Lloyd as Lay Member for HRW CCG)</li> <li>• As Humber Governor Doff has made site visits to Whitby Hospital (16 July 2019) and Malton Hospital in June</li> </ul> <p>Doff continues to receive emails and communication from local people particularly concerned with the redevelopment of Whitby Hospital. At such time as this moves to the build stage, it is important to revisit the information about appropriate levels of service and restarting the local communication.</p> <p><b>The Governing Body:</b></p> <ol style="list-style-type: none"> <li>1. Noted and received the above HEN Representative updates.</li> </ol>	
<p><b>15.</b></p>	<p><b>2018/19 Ipsos MORI 360° Stakeholder Survey Results</b></p> <p>The Chair noted this would be the final report.</p> <p>Amanda Bloor presented the report and noted that the results would be used to inform a North Yorkshire approach which will build upon the strong local engagement and stakeholder relationships. Working to continually improve practice engagement would be important and supported by the Primary Care Network developments. Amanda acknowledged the significant work from Georgina Sayers and Helen McCarthy in relation to public engagement.</p> <p>Discussion took place regarding a different approach to engagement and a live and more exciting relationship with GPs and Amanda visiting the practices.</p>	

	<p><b>The Governing Body:</b></p> <p>1. Noted the above update.</p>	
16.	<p><b>North Yorkshire CCGs Joint Governance Arrangements</b></p> <p>Julie Warren presented the paper and the Interim Governance Structure. Julie noted the dotted line running to the North Yorkshire Communications and Engagement Group and advised that this would be developed with the 4 PPE leads across the 3 CCGs and a group established. A meeting was scheduled for early August 2019. The question was raised as to whether a Group or a Committee was required. The recommendation was to run for two cycles, rotate the Chair and review going forward.</p> <p>Linda Lloyd thanked Julie for the update.</p> <p>Concern was raised over communications for HRW CCG and Linda Lloyd noted she was happy with the structure and would be happy to work with Julie to merge all into one communications process. The Chair was in agreement.</p> <p>Further discussion took place regarding slippage with communications and engagement and good communications examples from each locality would aid moving forward. Julie Warren noted that further updates would follow.</p> <p><b>The Governing Body:</b></p> <ol style="list-style-type: none"> <li>1. Noted the discussion and given feedback on the North Yorkshire CCGs Interim Governance Structure as outlined in Appendix A.</li> <li>2. Approved the North Yorkshire CCGs Interim Governance Structure.</li> <li>3. Approved to disestablish the CCG Governing Bodies non-statutory Committees.</li> <li>4. Agreed to make a recommendation to Council of Members/CoCR to establish the new non-statutory Joint Committees.</li> <li>5. Noted that the committees in the new structure will convene inaugural meetings in order to discuss and approve terms of reference.</li> <li>6. Noted the statutory committees (Audit, Primary Care, Commissioning and Remuneration) remain and meet in Committees as Common until 31 March 2020.</li> <li>7. Noted the update regarding communications and engagement and that further work needed to be done before a decision is made regarding the reporting governance arrangements of this group.</li> </ol>	
17.	<p><b>Treatment Advice Group (TAG) Recommendations</b></p> <p>The Chair presented the TAG recommendations to use Ertugliflozin with Metformin and a dipeptidyl peptidase – 4 inhibitor for treatment of Type 2 diabetes. It was noted there were no cost implications.</p>	

	<p><b>The Governing Body:</b></p> <p>1. Noted and approved the TAG recommendation to use Ertugliflozin with Metformin and a dipeptidyl peptidase – 4 inhibitor for treatment of Type 2 diabetes as identified in Appendix 1.</p>	
<p><b>18.</b></p>	<p><b>Minutes for Assurance:</b></p> <p>18a) Quality, Finance &amp; Performance –27 June 2019.</p> <p>18b) Quality and Safety Committee - 23 January 2019.</p> <p>18c) Audit and Integrated Governance Committee – 07 March 2019</p> <p>18d) Northern CCG Joint Committee –02 May 2019</p> <p>The above minutes were presented for assurance. There were no questions and the above minutes were accepted for assurance.</p> <p>Jon James noted there should be confirmed minutes from the March and May meetings and he would speak with Richard Kirby regarding these.</p> <p><b>The Governing Body:</b></p> <p>1. Accepted the above minutes for assurance.</p> <p>18e) CCG Northern Joint Committee Terms of Reference</p> <p>The Chair presented the above Terms of Reference. There were no questions and the Terms of Reference were approved.</p> <p><b>The Governing Body:</b></p> <p>1. Approved the CCG Northern Joint Committee Terms of Reference.</p>	
<p><b>19.</b></p>	<p><b>Key Messages from Audit &amp; Integrated Governance Committee</b></p> <p>Ken Readshaw gave the following update:</p> <p>Review of Risk Register: eMBED contract risk (GPIT, Corporate IT), recommend escalation.</p> <p>Legal Update: Mental Capacity Bill received Royal assent on 16 May. Implementation could start in Autumn 2019. Implications for CCG responsibilities.</p> <p>Agreed to recommend tender waivers for My MHealth and Mindmate.</p> <p>Approved IG workplan for 19/20.</p> <p>AIG self assessment very positive.</p> <p>Approved internal audit plan for 19/20.</p>	

	<p>Received five internal audit reports:</p> <ul style="list-style-type: none"> <li>• Three Pan North Yorkshire</li> <li>• Transforming Care Partnerships – significant assurance</li> <li>• Mental Health Out of Contract / Out of Area – significant assurance</li> <li>• CHC – limited assurance. Still uncertainties around legal entries. New system is untested. Therefore still lacking assurance on both legacy and current liabilities.</li> </ul> <p>Two Hambleton, Richmondshire and Whitby CCG audit reports:</p> <ul style="list-style-type: none"> <li>• Governance including Conflicts of Interest management – high assurance.</li> <li>• Budgetary Controls and Key Financial Controls – high assurance and no audit recommendations. The best report possible.</li> </ul> <p>Ken congratulated Alison Levin as he had never seen a report with no audit recommendations.</p> <p><b>The Governing Body:</b></p> <ol style="list-style-type: none"> <li>1. Noted the above key messages from the Audit and Integrated Governance Committee.</li> </ol>	
<p><b>20.</b></p>	<p><b>Items for the Newsletter</b></p> <p>The following items for the newsletter were agreed:</p> <ul style="list-style-type: none"> <li>• Write up re networks (September deadline)</li> <li>• Whitby Hospital (reset evidence to fulfill requirements)</li> <li>• Autism report (Sharon Gent to check with Peter Billingsley re write up)</li> <li>• Mental Health hub 9 (once launched).</li> </ul> <p><b>The Governing Body:</b></p> <ol style="list-style-type: none"> <li>1. Noted the above items for the newsletter.</li> </ol>	
<p><b>21.</b></p>	<p><b>Any Other Business</b></p> <p><b>UCI 2019 Road World Cycling Championships</b></p> <p>The Chair informed the Governing Body of the UCI 2019 and noted communications regarding this event would go out to GP practices and an action plan would be devised. The race would start and finish each day in Harrogate and the Chair also noted the race would pass through Northallerton. Amanda Bloor advised a significant amount of multi-agency briefings would be sent out.</p> <p><b>The Governing Body:</b></p> <ol style="list-style-type: none"> <li>1. Noted the above update regarding the 2019 UCI.</li> </ol>	



	<p><b>Date and time of the next meeting</b></p> <p>The Chair noted the that the next meeting would be a Joint Governing Body meeting of the three North Yorkshire CCGs and would take place on Thursday 26 September 2019 at 1pm, Shipton Road, York.</p> <p>The Chair closed the meeting at 3:20pm.</p>	
--	--	--

**Minutes Approved on**

**Date:** .....

**Name:** .....

**Signed:** .....

**HAMBLETON, RICHMONDSHIRE AND WHITBY  
CLINICAL COMMISSIONING GROUP GOVERNING BODY**

**ACTION LOG as at 25 July 2019**

<b>Ref</b>	<b>Meeting Date</b>	<b>Item</b>	<b>Description</b>	<b>Member Responsible</b>	<b>Action completed/ Due to be completed (as applicable)</b>
203	23 May 2019	3 - HRW CCG Governing Body minutes of the meeting held on 28 March 2019  North Yorkshire CCGs meetings as Committees in Common held on 7 February and 30 April	Approved the minutes of the meeting held on 28 March 2019 with one amendment to be made – page 10, third line - change 'ICT' to 'ICP'.  Approved the minutes of the meetings held on 7 February and 30 April 2019 with one amendment to be made – to change the spelling of Jayne to Jane Ritchie.	CT  CT	<b>Complete</b>  <b>Complete</b>
204	23 May 2019	9 - Primary Care Networks (PCNs)	<b>Impact of PCNs and recruitment of new roles</b>  MH suggested that it be discussed further at a Governing Body Development Session.	MH	<b>Complete</b>
205	23 May 2019	10 – Public Health Update	<b>Living Well Co-ordinators Service</b>  WB asked if the Service proposal for social prescribing could be shared with the CCG.	LS	<b>Complete</b>



**Hambleton, Richmondshire  
and Whitby**  
Clinical Commissioning Group

206	23 May 2019	11 - Quality and Safety Update	<b>Continence Service</b> CP suggested looking at the Service going forward due to the big issue with E.Coli and Sepsis. JJ queried the accuracy of the target or whether it could be due to catheters being used too widely within the elderly.	CP	26 September 2019
207	23 May 2019	14 – Accountable Officer’s Report	<b>Newsletter</b> JR requested that the Regional Choice Policy be included in the newsletter, together with updates of the newly appointed leadership team, as well as an update on the digital themes. <b>Discharge to Assess Pathway</b> CP raised the issue and AB agreed that there is work ongoing in this area, especially in relation to those patients that were unable to leave hospital due to having nowhere that meets their needs to be discharged to.	Comms Team  CP	<b>Complete</b>  <b>Complete</b>
208	23 May 2019	15 - Health Engagement Network (HEN) Representative Updates	<b>Strong and Steady campaign</b> LL informed the Governing Body about the NYCC funded campaign and requested that details be published in the next CCG bulletin.	Comms Team	<b>Complete</b>



**Hambleton, Richmondshire  
and Whitby**  
Clinical Commissioning Group

209	23 May 2019	18 - Flash Glucose Monitoring Devices	<p><b>Future Flash Glucose prescriptions –</b></p> <p>Noted and approved the recommendations in the NTAG document to change the current system so that prescriptions for the flash glucose monitoring devices are written in primary care from 4 weeks onwards.</p> <p>It was agreed to publish details of the change in the next CCG Newsletter.</p>	Comms Team	<b>Complete</b>
210	23 May 2019	22 - Items for the Newsletter	<p>The following items were agreed for the newsletter:</p> <p><b>Flash Glucose Monitoring System</b> – to notify patients of the new system; prescriptions for the flash glucose monitoring systems are written in primary care, rather than from a diabetic specialist in secondary care.</p> <p><b>Choice Agenda</b> – Discharge to Assess and Dying Matters – a full update confirming that a new pathway is required for patients that are unable to leave hospital due to having nowhere to be discharged to. Details of the Dying Matters events also to be included.</p> <p><b>Recruitment</b> – newly appointed staff.</p> <p><b>Accounts</b> – to publish what has been achieved to date. To include in the GP Newsletter and informing Stakeholders.</p> <p>CT to inform the Comms Team.</p>	CT/ Comms Team	<b>Complete</b>



**Hambleton, Richmondshire  
and Whitby**  
Clinical Commissioning Group

		23 - Any other business	<b>ICON</b>	CT / Comms Team	<b>Complete</b>
211	23 May 2019		JJ presented the ICON (babies cry, you can cope) leaflet and requested it be included within the next newsletter.		
212	25 July 2019	Minutes for Assurance	Jon James to speak with Richard Kirby regarding confirmed minutes from the Quality and Safety Committee in March and May 2019.	JJ	26 September 2019
213	25 July 2019	Items for Newsletter	Sharon Gent to check the progress on the Autism Report write up with Peter Billingsley	SG	26 September 2019
214	25 July 2019	Operational Scheme of Delegation	The HRW CCG Constitution to be updated to reflect the above decision (action taken from the Part 2 GB action log as requested by Charles Parker).	ID	26 September 2019