NHS Devon

NHS Devon Clinical Policy Engagement and Consultation Panel

Annual Report

2024-25

One Devon

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Contents

Introduction

The Clinical Policy Engagement and Consultation Panel exists to support NHS Devon Integrated Care Board (ICB) to determine the need for any further engagement or formal public consultation on clinical policy recommendations made by the Clinical Policy Recommendation Committee.

Through the Clinical Policy Recommendation Committee NHS Devon ICB discharges its responsibilities for making local decisions about the funding of medicines and treatments in the NHS. It makes recommendations to the ICB Executive Committee, or appropriate group with delegated authority, following discussion of the clinical effectiveness, cost effectiveness and budgetary impact issues.

Following a Clinical Policy Recommendation Committee recommendation, the lay member led panel routinely considers the wider public interest issues to determine the need for any further engagement or formal public consultation on the proposed policy recommendation.

This process, and any resulting engagement or consultation, precedes the ICB taking a final decision on whether to ratify a clinical policy recommendation as commissioning policy of NHS Devon ICB.

This annual report gives an account of the activity and governance of the Clinical Policy Engagement and Consultation Panel in 2024-2025.

The process

Panel process

The Terms of Reference of the Panel are included in **Appendix 1**.

The Panel applies a systematic process to capturing themes which are in the public interest to produce a rounded identification of the key drivers to engage or consult on a particular issue.

This includes whether the reason for introducing the policy is plausible and if the output addresses this intent, and if the effects on individual patients and carers, the wider consequences on society, and the opportunity cost have all been considered. There is also consideration of any knowledge of public concern in relation to the disease and/or the specific intervention, and what information on the treatment and condition is available to the public via the nhs.uk website.

The public interest issues considered by the Panel are shown in **Appendix 2**.

There are broadly three levels of determination arising from the panel's consideration of a clinical policy recommendation:

- No further engagement or formal consultation is required at this stage;

- Information/action recommended to support publication and communication of the policy;
- Formal public consultation should be carried out

The Panel makes its recommendations to the ICB Executive Committee, or appropriate group with delegated authority.

A flowchart detailing the clinical policy governance and approval process is included in **Appendix 3**.

Membership and attendance

The Panel comprises eight members as follows:

- Lay Public Members of the Clinical Policy Recommendation Committee (x2)
- ICB Non-Executive Director for citizen and community involvement
- Lay Member from the Patient Engagement Forum
- Patient experience team representative
- Communications team representative
- Deputy Director - Clinical Effectiveness
- Clinical Effectiveness Governance and IFR Panel Manager

The panel is chaired by a lay member and the lay/non-executive members comprise the voting members of the panel, with the other members holding no vote and assisting in an advisory capacity.

Secretariat support is provided by the Clinical Effectiveness Team, NHS Devon ICB.

The quorum consists of five of the members being present to include a minimum of two voting members, one of whom will be a lay public member of the Clinical Policy Recommendation Committee.

In addition, two members of the ICB Clinical Effectiveness Team attended a meeting as observers to enhance their understanding of the clinical policy governance and approval process.

A register of meeting attendance is shown in **Appendix 4**.

In October 2024 it was noted that Steve Clark would formally be joining the panel in future as an advisory member from the Communications Team in place of Nicola Bonas, having previously deputised for Nicola on more than one occasion.

Declaration of Interests

All members of the Panel are expected to complete a declaration of interests. A register is maintained by the Clinical Effectiveness Governance Manager and is included in **Appendix 5**.

At each meeting, the Panel notes whether any additions or amendments to this have been advised or whether there are any specific interests to declare related to the particular items for discussion at that meeting.

Reporting

The Panel makes its recommendations to the ICB Executive Committee, or appropriate group with delegated authority.

The minutes of meetings are shared, and regular updates reported to the Clinical Policy Recommendation Committee as a standing agenda item.

Panel recommendations

Four meetings of the Panel have been held during the year, considering and making recommendations to the ICB on 10 clinical policy recommendations as detailed below.

Meeting date:	Policy recommendation discussed
9 May 2024	Tonsillectomy for quinsy
	Radiofrequency ablation for Barrett's oesophagus
	Alogliptin for type 2 diabetes
	Insulin degludec for use in patients with type 1 diabetes
18 July 2024	Continuous glucose monitoring in diabetes
	Guanfacine for attention deficit hyperactivity disorder in adults
	Myringotomy (with or without grommet insertion) and adjuvant adenoidectomy in children under 12 years with otitis media with effusion
17 October 2024†	Opicapone for Parkinson's Disease
5 December 2024	Ferric Maltol (Feraccru®) for iron deficiency anaemia in inflammatory bowel disease
	Dymista® (Azelastine hydrochloride and fluticasone propionate) nasal spray for allergic rhinitis

† Unfortunately none of the lay members were able to join the October meeting, and it became apparent that this was as a result of some technical issues with Teams.

Acknowledging that this affected the quoracy of the panel, an account of the discussion between those in attendance was shared via email afterwards. Panel members were offered the opportunity to either reschedule the meeting if any felt there were issues they wished to discuss, or alternatively to conduct business virtually if all members are satisfied from the papers that the public interest issues have been fully considered and no further action was felt to be needed.

Conclusion

Through the Clinical Policy Engagement and Consultation Panel NHS Devon ICB is supported in determining the need for any further engagement or formal public consultation on clinical policy recommendations made by the Clinical Policy Recommendation Committee.

The Clinical Policy Engagement and Consultation Panel has considered and made recommendations to the ICB on 10 clinical policy recommendations during 2024-25.

Following discussion of the public interest issues, the panel recommended that no further engagement or formal consultation was required on the recommendations considered at this point.

The Terms of Reference are reviewed annually to ensure these remain up to date.

This annual report will be submitted to the ICB for acceptance and assurance, and to the Clinical Policy Recommendation Committee for information, before being made publicly available via the NHS Devon website.

Appendix 1

NHS Devon

Clinical Policy Engagement and Consultation Panel

Terms of Reference

Purpose

The Clinical Policy Engagement and Consultation Panel exists to support the Integrated Care Board (ICB) for Devon to determine the need for any further engagement or formal public consultation on clinical policy recommendations made by the Clinical Policy Recommendation Committee.

Role

To routinely consider the wider public interest issues to determine the need for any further engagement or formal public consultation on policy recommendations made by the Clinical Policy Recommendation Committee.

The process, and any resulting engagement or consultation, will precede the ICB Executive Committee, or appropriate group with delegated authority, taking a final decision on whether to accept the clinical policy recommendation as commissioning policy of NHS Devon ICB.

Membership

The panel will comprise eight members as follows:

- Lay Public Members of the Clinical Policy Recommendation Committee (x2)
- ICB Non-Executive Director for citizen and community involvement
- Lay Member from the Patient Engagement Forum
- Patient experience team representative
- Communications team representative
- Head of Clinical Effectiveness
- Clinical Effectiveness Governance Manager

The lay/non-executive members will comprise the voting members of the panel, with the other members holding no vote and assisting in an advisory capacity.

Chair

The panel will be chaired by a lay member.

Quorum

The quorum will consist of five of the members being present to include a minimum of two voting members, one of whom will be a lay public member of the Clinical Policy Recommendation Committee.

Administration

The panel will meet approximately two to three weeks after the Clinical Policy Recommendation Committee to consider the recommendations they have made.

Meetings may be held face-to-face or virtually via Microsoft Teams.

Secretariat support for the panel will be provided by the ICB Clinical Effectiveness Team.

Minutes will be taken and circulated to the panel following the meeting.

Declarations of Interest

All members of the panel will be expected to complete a declaration of interest. An annual register will be maintained by the Clinical Effectiveness Governance Manager. The panel will note at each meeting whether any additions/ amendments to this have been advised or whether there are any specific interests to declare related to the particular items for discussion at that meeting.

Conduct of business

The panel will apply a systematic process to capturing themes which are in the public interest to produce a rounded identification of the key drivers to engage or consult on a particular issue.

This includes whether the reason for introducing the policy is plausible and if the output addresses this intent, and if the effects on individual patients and carers, the wider consequences on society, and the opportunity cost have all been considered. There will also be consideration of any knowledge of public concern in relation to the disease and/or the specific intervention, and what information on the treatment and condition is available to the public via nhs.uk.

There are broadly three levels of determination arising from the panel's consideration of a clinical policy recommendation:

- No further engagement or formal consultation is required at this stage;
- Information/action recommended to support publication and communication of the policy;
- Formal public consultation should be carried out.

Accountability and Reporting

The panel will make its recommendations to the ICB Executive Committee, or appropriate group with delegated authority.

The committee will provide regular updates to the Clinical Policy Recommendation Committee and report to the ICB Executive Committee, or appropriate group with delegated authority.

Review

The Terms of Reference will be reviewed annually.

Appendix 2

NHS Devon

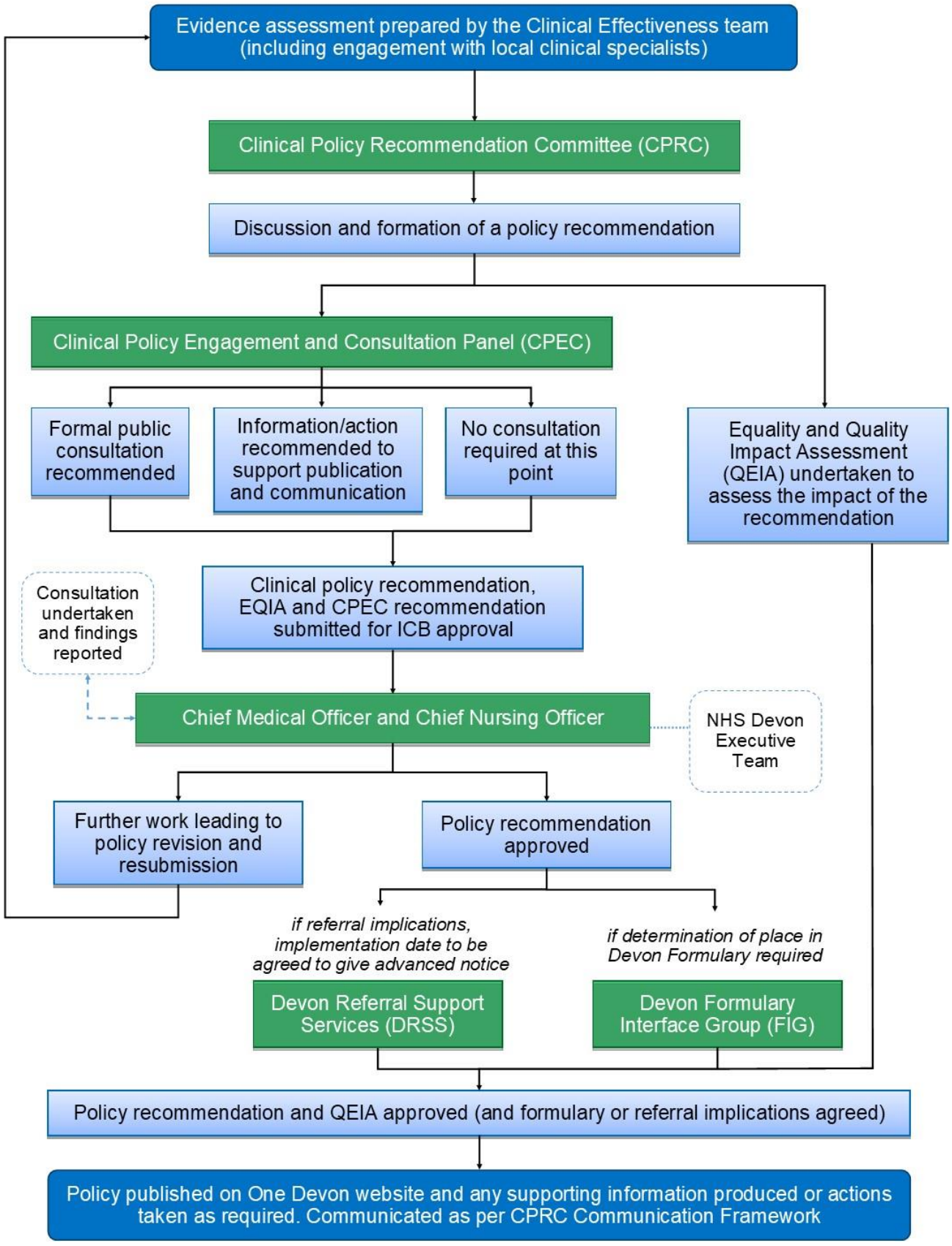
Clinical Policy Engagement and Consultation Panel

Capturing the public interest issues – discussion/ notes aid

Theme	Notes
1) Is the reason for introducing the policy plausible?	
2) Does the policy output address this intent?	
3) Have the effects of the policy on individual patients and carers been considered?	
4) Have the wider consequences on society been considered?	
5) Has the opportunity cost been considered?	
6) Is there knowledge of public concern in relation to:	
a) the disease?	
b) the specific intervention?	
7) What information on the treatment and condition is available to patients via nhs.uk (formerly NHS Choices)?	

Appendix 3

Clinical policy governance and approval process



Appendix 4

ATTENDANCE OF PANEL MEMBERS (AND DEPUTIES)

Name	Role	Meetings attended
VOTING MEMBERS		
Mac Merrett	Lay Public Member, Clinical Policy Recommendation Committee	3 / 4*
Mark Taylor	Lay Public Member, Clinical Policy Recommendation Committee	3 / 4*
Thandiwe Hara	Non-executive director for citizen and community involvement, NHS Devon	3 / 4
Carol McCormack-Hole	Lay Member from the Patient Engagement Forum	3 / 4*
ADVISORY MEMBERS		
Communications, Involvement and Inclusion and Patient Experience		
Nicola Bonas	Associate director of communications, involvement and inclusion, NHS Devon	0 / 2
Steven Clark	Joint Partnerships and Involvement Manager, NHS Devon	0 / 2
Martyn Nicoll	Patient Experience Manager, NHS Devon	4 / 4
Clinical Effectiveness		
Rebecca Owen	Clinical Effectiveness Governance Manager, NHS Devon	4 / 4
Chris Roome	Head of Clinical Effectiveness, NHS Devon	4 / 4

* In the above attendance figures it is acknowledged that there were technical issues experienced at the October meeting which affected the lay members' ability to join via MS Teams.

Appendix 5

DECLARATION OF INTERESTS REGISTER

Name	Title	Declaration	Declaration Date	Date last confirmed
Nicola Bonas	Associate director of communications, involvement and inclusion, NHS Devon	Nil	10/10/2022	20/07/2023
Steven Clark	Joint Partnerships and Involvement Manager, NHS Devon	Nil	24/05/2023	28/09/2023
Thandiwe Hara	Independent Non-Executive Director of Inequalities and Population Health	Trustee of Plymouth and District Racial Equality Council, a voluntary organisation that works to promote race equality Member on the NIHR SW Clinical Research Network Board	07/10/2022	05/12/2024
Matthew Howard	Clinical Evidence Manager, NHS Devon	Nil	24/05/2023	20/07/2023
Carol McCormack-Hole	Public Representative, NHS Devon	Parish councillor Fremington Member of Healthwatch Devon Member of Age UK Member of North Devon Hospital Trust Licence Holder for The Plough Inn, Bickington Governor of Royal Devon University Healthcare NHS Foundation Trust	06/10/2022	05/12/2024
Mac Merrett	Lay Public Member, Clinical Policy Recommendation Committee	Sit on various Cancer groups within the Peninsular Representative on the Cancer Alliance Trustee of Brampford Speke Village Hall Trust	06/10/2022	05/12/2024
Martyn Nicoll	Patient Experience Manager, NHS Devon	Nil	10/10/2022	05/12/2024

Name	Title	Declaration	Declaration Date	Date last confirmed
Rebecca Owen	Clinical Effectiveness Governance Manager, NHS Devon	Nil	06/10/2022	05/12/2024
Chris Roome	Head of Clinical Effectiveness, NHS Devon	Nil	06/10/2022	05/12/2024
Mark Taylor	Lay Public Member, Clinical Policy Recommendation Committee	Albany Medical Clinic (GP Practice Newton Abbot), member of Patient Participation Group Foundation Trust member: Royal Devon & Exeter; Torbay and South Devon; Devon Partnership; Royal Brompton and Harefield Vice-chair Step One Charity (incorporates St Loye's and Community Care Trust SW)	06/10/2022	05/12/2024