

**Governing Body Meeting: 18<sup>th</sup> July 2014, 1pm – 3.30pm**

Denbies Wine Estate,  
London Road,  
Dorking  
Surrey RH5 6AA

For details of the meeting and general information about Surrey Downs CCG visit our website [www.surreydownscg.nhs.uk](http://www.surreydownscg.nhs.uk)

**AGENDA**

Standing items			
1.	<b>Welcome and introductions - <i>Chairman</i></b>	To note.	Verbal
2.	<b>Apologies for absence – <i>Chairman</i></b>	To note.	Verbal
3.	<b>Register of Members Interests – <i>Chairman.</i></b>	To note.	Att 1.
4.	<b>Minutes of the Governing Body Meeting held on 13<sup>th</sup> June 2014 – <i>Chairman</i></b>	To Agree	Att 2.
5.	<b>Matters arising not on the agenda - <i>Chairman</i></b>	To Discuss	Verbal

6.	<b>Chief Officer's Report and Executive Committee update</b> – <i>Chief Officer.</i>	To Discuss	Att 3.
<b>Quality and Performance</b>			
7.	<b>Quality and Performance Report – Q1 Update</b> – <i>Head of Clinical Quality / Chief Finance Officer</i>	To Discuss	Att 4.
8.	<b>2014/15 Delivery Plan and key programmes Report</b> – <i>Chief Operating Officer.</i>	To Discuss	Att 5.
9.	<b>Finance Report - Quarter 1 Update</b> – <i>Chief Finance Officer.</i>	To Discuss	Att 6.
<b>Assurance and Governance</b>			
10.	<b>2014-15 Governing Body Assurance Framework</b> – <i>Chief Officer.</i>	To Discuss	Att 7.
11.	<b>Policy approvals</b> - <i>Chief Operating Officer</i> <ul style="list-style-type: none"> <li>• Child Safeguarding Statement and Policy</li> </ul>	To Agree	Att 8.
12.	<b>Audit Committee Minutes 4<sup>th</sup> June 2014</b> - <i>Chair of the Committee.</i>	To Note	Att 9.
13.	<b>Quality Committee Minutes 6<sup>th</sup> June 2014</b> - <i>Chair of the Committee.</i> <ul style="list-style-type: none"> <li>• General Minutes</li> <li>• Ratification of Prescribing Clinical Network recommendations</li> </ul>	To Note	Att 10.
<b>Other matters</b>			
14.	<b>Any other business</b> - <i>Chairman</i>	To Discuss	Verbal
15.	<b>Questions from the public</b> - <i>Chairman</i>	To Discuss	Verbal

16.	Dates of future meetings - <i>Chairman</i>	To note	Verbal
17.	<p><b>RESOLUTION</b></p> <p>In accordance with the CCG's constitution and Section C3.17 (i) (ii) and Sections 1(2) and 1(8) of the Public Bodies (Admission to Meetings Act 1960), it is resolved that it is necessary for representatives of the press and other members of the public to be excluded from any section of this meeting wherein public discussion, having regard to the confidential nature of the business to be transacted, would be prejudicial to the public interest.</p>		

### Dates of future meetings

Dates of future meetings are available on the CCG website. Currently the next seminar for Governing Body members only is Friday 26<sup>th</sup> September.

The next meeting of the Governing Body in Public is Friday 10<sup>th</sup> October 2014, venue to be confirmed.

### Important information on the conduct of this meeting

- Please note that all timings are indicative
- This meeting is being recorded to ensure the accuracy of the minutes.
- Freedom of Information Act: Those present at the meeting should be aware that their names and designations may be recorded in the minutes of this meeting, which will be published on the CCG's web site and otherwise freely available.

### Circulation:

#### Governing Body members

Dr Claire Fuller	Dr Ibrahim Wali	Dr Mark Hamilton
Miles Freeman	Dr Andrew Sharpe	Gavin Cookman
Karen Parsons	Dr Hazim Taki	Peter Collis
Keith Edmunds	Dr Kate Laws	Denise Crone
Dr Jill Evans	Dr Suzanne Moore	Cliff Bush
Dr Simon Williams	Dr Robin Gupta	Eileen Clark (EC)*
Dr Steve Loveless	Alison Pointu	Nick Wilson (NW)*

\* Denotes non-voting member