



Governing Body Meeting: 21st March 2014, 2.30pm

The Wells Centre
Wells Road
Epsom, Surrey KT18 7LR

For details of the meeting and general information about Surrey Downs CCG visit our website www.surreydownsccg.nhs.uk

Standing items			
1.	Welcome and introductions - <i>Chairman</i>	To note.	Verbal
2.	Changes to the Governing Body – <i>Chairman</i>	To note	Verbal
3.	Apologies for absence – <i>Chairman</i>	To note.	Verbal
4.	Register of Members Interests – <i>Chairman.</i>	To note.	Att 1.
5.	Minutes of the Governing Body Meeting held on 31st January 2014 – <i>Chairman</i>	To Agree	Att 2.
6.	Matters arising not on the agenda - <i>Chairman</i>	To Advise	Verbal
7.	Chief Officer’s Report – <i>Chief Officer.</i>	To Advise	Att 3.

Strategy and Commissioning			
8.	Surrey Downs CCG Quality Strategy – Head of Quality.	Presentation	Verbal
9.	2014/15 Operating Plan, financial plan and draft strategy – Chief Operating Officer / Chief Financial Officer	Presentation	Att 4.
10.	Better Care Fund – Chief Officer	To Advise	Att 5.
11.	Continuing Health Care Operational Policy – Chief Operating Officer	To Agree	Att 6.
Performance			
12.	Quality and Performance Report – Head of Clinical Quality / Chief Finance Officer	To Advise	Att 7.
13.	Progress on Delivery Plan and key programmes – Chief Operating Officer.	To Advise	Att 8.
14.	Month 11 Finance Report – Chief Finance Officer.	To Advise	Att 9.
15.	Governing Body Assurance Framework and Risk Register – Chief Officer.	To Advise	Att 10.
Assurance and Governance			
16.	Policy approvals - Chief Operating Officer <ul style="list-style-type: none"> • Fire Safety • Appraisal • Expenses for patient and carer representatives • Information Governance Incident reporting • Assisted Conception Policy 	To Agree	Att 11.
17.	Quality Committee Minutes January and February 2014 - <i>Chair of the Committee.</i> <ul style="list-style-type: none"> • General Minutes • Approval of sub-committee arrangements 	To note	Att 12.
18.	Remuneration and Nominations Committee – Chair of the Committee	To note	Verbal

Other matters			
19.	Any other business. <i>Chairman.</i>	To Advise	Verbal
20.	Questions from the public. <i>Chairman</i>	To Advise	Verbal
21.	<p>Dates of future Governing Body Meetings</p> <p>All are on a Friday with the exception of the 20th November which is on a Thursday.</p> <p>25th April 2014, 1.30pm Seminar</p> <p>16th May 2014, 2.30pm In Public</p> <p>27th June 2014, 1.30pm Seminar</p> <p>18th July 2014, 2.30pm In Public</p> <p>26th Sept 2014, 2.30pm In Public</p> <p>10th Oct 2014, 1.30pm Seminar</p> <p>20th Nov 2014, 2.30pm In Public</p> <p>12th Dec 2014, 1.30pm Seminar</p> <p>30th Jan 2015, 2.30pm In Public</p> <p>27th Feb 2015, 1.30pm Seminar</p> <p>27th Mar 2015, 2.30pm In Public</p>	To note	Verbal
22.	<p>RESOLUTION</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>		

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*

In attendance: Justin Dix, Governing Body Secretary (Minutes)

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.