

Governing Body Meeting in public
26 January 2018, 1pm
Dorking Halls
Reigate Road, Dorking RH4 1SG
Phone: 01306 881717

Agenda

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

With reference to item 1.4, individuals that have an interest in a specific agenda item might be directed not to take part in discussions or may be required to leave the meeting for the duration of that item, the Chairman's decision on this matter to be final following any review of whether a conflict of interest exists.

	Item	Purpose / support	Presenters
1.	Meeting Matters		
1.1.	Welcome and Introductions	Note/Oral	Dr Russell Hills
1.2.	Apologies for Absence	Note/Oral	Dr Russell Hills Justin Dix
1.3.	Quorum	Endorsement/Oral	Dr Russell Hills Justin Dix
1.4.	Register of Members' Interests and potential conflicts of interests	Note/Paper	Dr Russell Hills Justin Dix
1.5.	Questions from the Public	Discussion/Oral	Dr Russell Hills
1.6.	Minutes of the last meeting, held on 24th November 2017, for accuracy	Approval/Paper	Dr Russell Hills Justin Dix
1.7.	Matters arising and action log	Approval/Paper	Dr Russell Hills Justin Dix

2.	Chairman and Joint Accountable Officer		
2.1.	Clinical Chair's Update	Note/Oral	Dr Russell Hills
2.2.	Joint Accountable Officer's Report	Note/Paper	Matthew Tait
3.	Finance and Commissioning		
3.1.	Finance Report	Approval/Paper	Karen McDowell
4.	Quality and delivery		
4.1.	Integrated Quality and Performance Report	Endorsement/Paper	Clare Stone/ Eileen Clark
5.	Strategy and Planning		
5.1.	GP Forward View Plan - Update on submission and assurance	Note/Paper	Donna Derby
5.2.	Acute Sustainability at Epsom and St Helier University Hospitals NHS Trust	Discussion/ Presentation	Matthew Tait
6.	Governance		
6.1.	Governing Body Assurance Framework (GBAF) and risk management	Discussion/Paper	Matthew Tait
6.2.	Equality and Diversity Annual Report	Approval/Paper	Elaine Newton
6.3.	Updated Scheme of Delegation	Approval/Paper	Eileen Clark
6.4.	Updates to IFR Policies	Approval/Paper	Eileen Clark
7.	Assurance from committees and other forums		
7.1.	Clinical Cabinet Report	Note/Oral	Dr Russell Hills
7.2.	Audit Committee	Note/Oral	Peter Collis
7.3.	Quality Committee	Note/Paper	Debbie Stubberfield
7.4.	Remuneration and Nominations Committee	Note/Oral	Peter Collis

7.5.	Finance and Performance Committee	Note/Oral	Jonathan Perkins
8.	Other Matters		
8.1.	Any other urgent business	Discussion/Oral	Dr Russell Hills
8.2.	Future meeting dates	Note/Oral	Dr Russell Hills
8.3.	Resolution - private session	Note/Oral	Dr Russell Hills

Important information on the conduct of this meeting

- 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 (Item 8.3) 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.
- The quorum of the meeting of the Governing Body shall be not less than one third of the members of the Governing Body present, at least one (1) of whom shall be a Lay Member, one (1) an employee of the Group and two (2) clinical members.
- 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 website and otherwise freely available.