

SURREY DOWNS CCG GOVERNING BODY

AGENDA PART ONE

Members of the public are welcome to attend and observe meetings of the Governing Body - which although being held in public are not public meetings. Questions from the public are welcome and should be emailed to sdccg.governance.surreyheartlands@nhs.net five working days before the meeting.

Date	Friday 27 July 2018	Time	13:00- 15:30
Venue	Dorking Halls, Reigate Road, Dorking, RH4 1SG		

Members/ Attendees:

	<i>Name (initials)</i>	<i>Title</i>
Chair	Dr Russell Hills (RH)	Clinical Chair
Members	Matthew Tait (MT)	Joint Accountable Officer for the Surrey Heartlands CCGs
	Karen McDowell (KM)	Chief Finance Officer for the Surrey Heartlands CCGs
	Jacky Oliver (JO)	Lay Member for PPE
	Dr Hannah Graham (HG)	GP Member
	Dr Tony Kelly (TK)	Secondary Care Doctor
	Debbie Stubberfield (DS)	Registered Nurse
Non-voting members/ Attendees	Tony Shipley (TS) <i>(deputy for Elaine Newton)</i>	Deputy Director of Corporate Affairs
	Diane McCormack (DMC) <i>(deputy for Sumona Chatterjee)</i>	Associate Director of Children's and LD Commissioning
	Eileen Clark (EC)	Deputy Director of Quality and Nursing
	Colin Thompson (CT)	Managing Director, SDCCG
	Ruth Hutchinson (RH)	Public Health Representative
	Sue Manthorpe (SM)	(Note taker) Interim Governance Manager
Apologies Members	Jonathan Perkins (JP)	Lay Member for Governance
	Dr Andrew Sharpe (AS)	GP Member
	Peter Collis (PC)	Lay Member for Governance
Apologies Attendees	Elaine Newton (EN)	Executive Director of Communications and Corporate Affairs for the Surrey Heartlands CCGs

	Sumona Chatterjee (SC)	Executive Director of Strategic Commissioning for the Surrey Heartlands CCGs
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Item No.	Timings	Item	Action	Presenter	Paper No
1	13:00	Welcome, Introductions and Apologies		Chair	Verbal
2		Declarations of Interest <ul style="list-style-type: none"> To receive confirmation from all members and attendees that their entry in the Register of Interests is up-to-date, accurate and complete. To receive any declarations of interest pertinent to items on this agenda. 		Chair	Paper 1
3		Quorum *	To confirm	Chair	Verbal
4		Public Questions		Chair	Verbal
5		Previous meeting minutes from 23 March 2018	To approve	Chair	Paper 2
6		Matters Arising/ Action log		Chair	Paper 3
6a	13:15	Clinical Chair's Report	To note	Chair	Verbal
7	13:25	Joint Accountable Officer's Report	To note	MT	Paper 4
Communications and Corporate Affairs					
8	13:35	Corporate Objectives 2018/19	To approve	Chair	Paper 5
9	13:45	Update on Governance arrangements including: <ul style="list-style-type: none"> Committees in Common Terms of Reference Review of Committee Effectiveness 2017 Amendments to Local Committee Terms of Reference 	To approve To note	TS	Paper 6
10	13:55	Standards of Business Conduct and Conflicts of Interest Policy, including Receipt of Gifts, Hospitality and Inducements/Commercial Sponsorship and Joint Working with Industry (inc. the Pharmaceuticals' Industry)	To approve	TS	Paper 7
11	14:05	Integrated Risk Management Report including: <ul style="list-style-type: none"> Amendments to the Joint Risk Management Strategy and Policy 	To review To approve	TS	Paper 8
Finance and Performance					
12	14:15	Finance Report	To note	KMc	Paper 9
13	14:25	Integrated Performance Report	To note	CT	Paper 10

Quality					
14	14:35	Integrated Quality Report	To note	CS	Paper 11
Strategy and Commissioning					
15	14:45	CAMHS Interim Plan and Independent Review	To note	DMc	Paper 12
16	14:55	Ratification of Chairs' Actions: <ul style="list-style-type: none"> Surrey Heartlands CCGs' Operating Plan Acute Sustainability (CinC Membership) 	To ratify	DMc CT	Paper 13
Surrey Downs CCG-specific items					
17	15:00	Improving Healthcare Together 2020-2030	To note	CT	Paper 14
AOB					
18	15:10	Minutes of previous Governing Body committee meetings	To note	Chair of Committees	Paper 15
19	15:15	Any other business		Chair	All
20	15:20	Meeting Close			
Future meeting dates:					
<ul style="list-style-type: none"> Governing Body in Common meeting: Wednesday 26/09/2018; HG Wells Centre, Woking 					

***Quorum and Voting:**

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 of whom shall be a Lay Member, one an employee of the Group and two (2) clinical members.