

Governing Body Meeting: Friday 24th April 2015, 2.30 - 5pm

Leatherhead Leisure Centre

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

AGENDA

Standing items			
1.	Welcome and introductions – Chairman To welcome Dr Louise Keen to the Governing Body as the new Dorking locality member, Dr Steve Loveless having stood down from that role; and to note the resignation of Gavin Cookman from the Governing Body	To Note	Verbal
2.	Apologies for absence – Chairman	To Note	Verbal
3.	Register of Members’ Interests and potential conflicts of interest – Chairman	To Note	Att 1.
4.	Minutes of the Governing Body Meeting held on 27th February 2015 – Chairman	To Agree	Att 2.
5.	Matters arising not on the agenda - Chairman	To Discuss	Verbal
Business items			
6.	Chief Officer’s Report – Chief Officer.	To Discuss	Att 3.

7.	Annual Review of the Risk Management Strategy – Chief Officer	To Agree	Att 4.
8.	Organisational Health and Safety Statement – Chief Operating Officer.	To Note	Att 5.
Commissioning and Strategy			
9.	Annual Operating Plan – Chief Officer	To Discuss	Att 6.
10.	Frail Elderly Strategy – Chief Operating Officer.	To Note	Att 7.
11.	Community Hospitals Engagement Update – Director of Commissioning and Strategy	To Note	Att 8.
Quality, Performance and Delivery			
12.	Quality and Performance Report – Head of Clinical Quality / Chief Finance Officer	To Agree	Att 9.
13.	2014/15 Delivery Plan and Key Programmes Report – Chief Operating Officer.	To Discuss	Att 10.
14.	Finance Report – Chief Finance Officer.	To Discuss and agree	Att 11.
15.	Financial Recovery Update - Chief Finance Officer.	To Discuss	Att 12.
Assurance and Governance			
16.	Assurance framework and risk register – Chief Officer.	To Discuss	Att 13.
17.	Audit Committee Report - Chair of the Committee.	To Note	Att 14.
18.	Quality Committee Report - Chair of the Committee.	To Note	Att 15.
19.	Remuneration and Nominations Committee Report- Chair of the Committee.	To note	Verbal
20.	Primary Care Committee Report – Chair of the Committee.	To Note	Verbal

21.	Finance and Performance Committee Report - Chair of the Committee.	To Note minutes and to Agree terms of reference	Att 16.
Other matters			
22.	Any other business - Chairman	To Discuss	Verbal
23.	Questions from the public - Chairman	To Discuss	Verbal
24.	Governing Body and Committee Meeting Dates – Chairman	To Note	Att 17.

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 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 of whom shall be a Lay Member, one 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 web site and otherwise freely available.

Circulation

Governing Body members:

Dr Claire Fuller	Dr Ibrahim Wali	Dr Mark Hamilton
Miles Freeman	Dr Andrew Sharpe	Peter Collis
Karen Parsons	Dr Hazim Taki	Jackie Oliver
Matthew Knight	Dr Kate Laws	Eileen Clark *
James Blythe*	Dr Suzanne Moore	Nick Wilson *
Dr Jill Evans	Dr Robin Gupta	
Dr Simon Williams	Dr Louise Keene	
Dr Russell Hills	Alison Pointu	

Independent Observer: Mr Cliff Bush

* Denotes non-voting member

