

North West Surrey CCG Governing Body Part One meeting

AGENDA

Meeting of North West Surrey CCG Governing Body Part One meeting

To be held on Monday 21 March 2016, commencing at 2pm.

At : NW Surrey CCG HQ, 58 Church St, Weybridge, Surrey.

Item	Time	Topic / objective	Lead	Report No.
1.	2:00	Introductions and Apologies To note apologies for absence: <ul style="list-style-type: none"> • Sally Bassett. 	<i>Chair</i>	
2.		Declaration of Conflict of Interest To Receive confirmation from all Members that their entry in the Register of Interests is up-to-date, accurate and complete. To Receive confirmation from all Members that their entry in the Hospitality, Gifts and Sponsorship Register is up-to-date, accurate and complete. To Receive Declarations of Interest pertinent to items on this Agenda.	<i>Chair</i>	
3.		Chairs Report	<i>Chair</i>	
4.		Chief Executive's Report	<i>Chief Executive</i>	
5.	2.15	Minutes To approve the minutes from the previous meeting held on 22 February 2016.	<i>Chair</i>	GB24-16
6.	2.25	Matters Arising To note progress on matters from previous meeting held on 22 February 2016.	<i>Chair</i>	GB25-16
CORPORATE AND GOVERNANCE				
7.	2.35	Governing Body Committee Minutes:	Anthony Shipley <i>Acting Director of Corporate Development &</i>	GB26-16 (i) (ii) (iii)

		<p>To Receive and Note:</p> <p>(a) Minutes of the Governing Body's committees (as listed below);</p> <p>(b) Verbal updates from each Committee Chair or Representative on current business:</p> <p>(i) Clinical Executive: <i>(Dr Jags Rai)</i></p> <ul style="list-style-type: none"> o 13/01/2016 o 10/02/2016. <p><i>(Note: There are Commercial and Patient Sensitive Sections within the above minutes. Any discussion of the sensitive sections to be reserved for Part Two.)</i></p> <p>(ii) Quality Committee: <i>(Dr Naila Kamal)</i></p> <ul style="list-style-type: none"> o 21/12/2015. <p>(iii) Audit & Risk Committee: <i>(Paul Hopper)</i></p> <ul style="list-style-type: none"> o 23/11/2015. <p>(iv) Contracts & Finance (now Strategic Finance Committee): <i>(William McKee)</i></p> <ul style="list-style-type: none"> o 30/11/2015. <p>(v) Strategic Finance Committee: <i>(William McKee)</i></p> <ul style="list-style-type: none"> o 25/01/2016. o 22/02/2016. <p>For : Information</p>	<i>Assurance</i>	(iv) (v)
8.	2.45	<p>Council of Members Minutes</p> <p>To Receive and Note the minutes of the Governing Body's Council of Members:</p> <ul style="list-style-type: none"> o 25.11.2015 Council of Members minutes. <p>For : Information</p>	<i>Chair</i>	GB27-16
CONTRACTS, FINANCE AND STRATEGY				
9.	2.50	<p>Contracts & Finance Report 2015/16 : Month 11</p> <p>To Receive and Note:</p> <p>a) Contracts: performance and update;</p> <p>b) Financial position update for Month 11.</p>	<p>Sumona Chatterjee <i>Acting Director of Strategic Commissioning</i></p> <p>Jonathan Molyneux</p>	GB28-16

		For : Information	<i>Interim Director of Finance</i>	
10.	3.10	<p>Annual Operational Plan 2016/17</p> <p>To Receive and Approve the 2016/17 Annual Operational Plan, following the recommendation from the 9 March 2016 Clinical Executive meeting.</p> <p>For : Decision</p>	<p>Sumona Chatterjee <i>Acting Director of Strategic Commissioning</i></p> <p>Julia Jones <i>Associate Director: Planning, Performance and Delivery</i></p>	GB29-16
11.	3.40	<p>Financial Framework and Provisional Budget 2016/17</p> <p>To Receive, Approve, and Note the provisional financial plans for 2016/17 in order to have a framework to monitor performance with effect from 1 April 2016.</p> <p>This includes funding allocation for PCCC.</p> <p>The 'For Decision' and 'For Information' items in this paper are:</p> <ol style="list-style-type: none"> 1. APPROVE: the financial framework for 2016/17 as set out in this report; 2. APPROVE: the provisional budget for 2016/17; 3. NOTE: that the funding allocations for the year have been confirmed however the expenditure budgets are still being finalised; 4. NOTE: the risks and assumptions described within the paper that impact on the financial framework; 5. NOTE: the level of QIPP savings that have to be delivered to achieve the planned position; 6. NOTE: that when contracts and other relevant issues are finalised the Budget will be updated and presented to the 	<p>Jonathan Molyneux <i>Interim Director of Finance</i></p>	GB30-16

		<p>Governing body;</p> <p>7. NOTE: that when capital allocations are confirmed the Governing body will be advised.</p> <p>For : Decision</p>		
PATIENT EXPERIENCE, QUALITY & SAFETY				
12.	4.10	<p>Quality Summary Report and Update</p> <p>The report is based on December 2015 validated data and provides an Update on current progress and interventions.</p> <p>For : Information</p>	<p>Clare Stone <i>Chief Nurse / Associate Director of Quality</i></p>	GB31-16
13.	4.20	<p>Patient Survey Proposal</p> <p>To Receive and Agree the proposal for a Patient Survey and the cost implications for this.</p> <p>For : Decision</p>	<p>Anthony Shipley <i>Acting Director of Corporate Development & Assurance</i></p> <p>Giselle Rothwell <i>Head of Communications</i></p>	GB32-16
14.	4.30	Any Other Business	<i>Chair</i>	
15.	4.30	<p>Date of Next Meetings:</p> <ul style="list-style-type: none"> • Monday 25 April 2016. The Runnymede-on-Thames Hotel, Egham, Surrey. • Monday 23 May 2016. TBA • Monday 27 June 2016. NWS CCG, 58 Church St, Weybridge, Surrey. 	<i>Chair</i>	
16.	4.30	Closure	<i>Chair</i>	

*** Freedom of Information: Those present at the meeting should be aware that their name will be listed in the agenda and action notes of this meeting, which may be released to members of the public on request under Freedom of Information requirements.*