

**GOVERNING BODY MEETING in Public**

**25th March, 2014, 14:00 – 17.00**

**Cranleigh Arts Centre, 1 High Street, Cranleigh, Surrey GU6 8AS**

**AGENDA**

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 [GWCCG.GBSecretary@nhs.net](mailto:GWCCG.GBSecretary@nhs.net) five working days before the meeting.

<b>Item No</b>	<b>Item</b>	<b>Presenter</b>	<b>Action</b>	<b>Paper</b>
<b>1. Introduction</b>				
1.1	Apologies for absence	Chair	To note	
1.2	Declarations of interests	Chair	To receive	
1.3	Chair's introduction and opening remarks	Chair	To note	<b>Verbal</b>
1.4	Questions received from the public	Chair	To note	
1.5	Minutes of the previous Governing Body (Business) meeting – 11th February 2014	Chair	To approve	<b>1, 1a</b>
1.6	Matters Arising	Chair	To note	
1.7	Chief Executive's report	Chief Executive	To note	<b>2</b>
<b>2. Governance &amp; Assurance</b>				
2.1	Annual Equality Report 2013/14	Director of Governance & Compliance	To approve	<b>3</b>
2.2	Phase 4 HR Policies	Interim Director of HR	To approve	<b>4, 4a-4h</b>

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.

	<ul style="list-style-type: none"> <li>➤ Adverse Weather Policy</li> <li>➤ Drug and Alcohol Misuse Policy</li> <li>➤ No Smoking Policy</li> <li>➤ Long Service &amp; Achievements Awards Policy</li> <li>➤ Relocation Expenses Policy</li> </ul> <p>Revised policies: (amendments only)</p> <ul style="list-style-type: none"> <li>➤ Disciplinary &amp; Capability Policy</li> <li>➤ Email &amp; Internet Usage Policy</li> </ul>			
2.3	Quality and Safety Report	Executive Nurse/ Director of Quality & Safeguarding	To review	<b>5</b>
2.4	Board Assurance Framework	Director of Governance & Compliance	To review	<b>6</b>
<b>3. Clinical Commissioning</b>				
3.1	Operational Plan and Draft Strategic Plan	Director of Clinical Commissioning	To approve	<b>7, 7a, 7b</b>
3.2	QIPP Report	Medical Director (Commissioning)/GP Member	To review	<b>8</b>
<b>4. Performance &amp; Finance</b>				
4.1	Draft Medium Term Financial Strategy	Chief Finance Officer and Deputy Chief Executive	To approve	<b>9</b>
4.2	Draft 14/15 Budget Book	Chief Finance Officer and Deputy Chief Executive	To approve	<b>10</b>
4.3	Month 10 Finance Report	Chief Finance Officer and Deputy Chief Executive	To review	<b>11</b>
4.4	Performance Report	Chief Finance Officer and Deputy Chief Executive	To review	<b>12</b>
<b>5. Minutes of Committees</b>				
5.1	Audit Committee – January 2014	Chief Finance Officer and Deputy Chief Executive	To note	<b>13</b>
5.2	Clinical Commissioning Committee – January 2014	Chair Clinical Commissioning Committee	To note	<b>14</b>

5.3	Finance & Performance Committee – January 2014	Chair of Finance & Performance Committee	To note	<b>15</b>
5.4	Quality & Governance Committee – November 2013 & January 2014	Chair Quality & Governance Committee	To note	<b>16,17</b>
<b>6. Any Other Business</b>				
6.1	Date and venue of next public meeting	27 May, 2014 – 2.00 – 5.00 p.m.  Venue: Godalming College, Tuesley Lane, Godalming, Surrey GU7 1RS		

**PART II**

To resolve that representative of the press, and other members of the public, be excluded from the remainder of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest, Section 1 (2), Public Bodies (Admission to Meetings) Act 1960.