


GOVERNING BODY MEETING - ACTION LOG – for 1 November 2016 Governing Body meeting

	Actions from the 26 July 2016	BY WHOM	STATUS
GB0716/2.1	Board Assurance Framework (BAF) R0207 – Director’s narrative referenced a meeting held on 6 July 2016. SP requested feedback to the Governing Body at a future meeting.	KMc	Update: 21 September 2016 DEB fed back on the national meeting held on 6 th July 2016 attended by representatives from Surrey Heartlands (comprising Guildford and Waverley, North West Surrey, Surrey Downs CCGs and Surrey Social Services) to present an initial outline of the Sustainability and Transformation plan (STP). Surrey Heartlands’ STP, which was work in progress, had been well received at the 6 July meeting. The next milestone is the 20 th October when the Committees in Common (meeting in public) will sign off the plan ahead of formal submission on the 21 st October. The first Stakeholder Event is being held on 29 September 2016 in Woking. Item is now closed.
GB0416/2.2	Risk Management Policy and Strategy 2016 Minor amendment required, page 20 – table (see 6.4 to read, 6.5)	EN/ Mark Twomey	Update: 21 September 2016 Amendment to document made. Item is now closed.
GB0716/2.4	Governing Body Terms of Reference Agreed changes, including the amendment requested by SP to Audit Committee Terms of Reference, to be made to Governing Body Committee Terms of Reference as detailed in the paper.	CH	Update: 1 November 2016 ToR have been amended.
GB0716/4.1	Service Transformation 2016/17 – Month 3 Unplanned care schemes – consideration of whether the concerns raised regarding non benefit for patients from local discharge to assess and rapid response schemes should be reported as a risk.	KMc	Update: 21 September 2016 KMc advised on the deep dive work being undertaken to analyse patient flow outside of area, including to London providers. The findings will be reported in the finance and contracting updates to committees. Following a question from PB, KMc responded there was no early indication of

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			the reason for the increased flow, particularly around non elective. This item is closed
GB0716/4.3	Month 3 Finance Report To feedback outcomes of 4 way meeting (CCG/RSCH/NHS England/NHS Improvement)	DWr	Update: 21 September 2016 KMc reported planned 4-way meeting between the CCG, Royal Surrey County Hospital, NHS England and NHS Improvement, to support the achievement of a balanced position is scheduled for 30 November 2016. In the meantime, meetings had taken place between RSCH and GWCCG.
	Actions from the 21 September 2016	BY WHOM	STATUS
GB0916/2.1	Revised Sustainability and Transformation Plan (STP) Committee in Common (CiC) Terms of Reference Typing error noted on page 2, item 2.1.6 with reference to “CiC decisions are finite”, this should read, “final” – to be conveyed to author (North West Surrey CCG).	EN	Update: 1 November 2016 The error has been conveyed to the author. The item is closed.
GB0916/5.1	Any Other Business External Audit Procurement Committees in Common (CiC) The ratification of the decision to award the contract will be an item on the November 2016 Governing Body Part II agenda.	KMc	Update: 1 November 2016 Decision was taken at the extra-ordinary Governing Body meeting held on 18 October 2016. This item is closed.