

GOVERNING BODY MEETING in Public

24 January 2017 14:00 – 16.30

**VENUE: Boardroom, 3rd Floor, Dominion House, Woodbridge Road,
 Guildford, GU1 4PU**

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 five working days before the meeting.

Item No	Item	Presenter	Action	Paper
1. Introduction				
1.1	Apologies for absence	Chair	To note	
1.2	<ul style="list-style-type: none"> ➤ To receive confirmation from all Members and Attendees that their entry in the Register of Interest is up-to-date, accurate and complete ➤ To receive any Declarations of Interest pertinent to items on this Agenda. 	Chair	To receive	1
1.3	Chair's introduction and opening remarks	Chair	To note	Verbal
1.4	Questions received from the public	Chair	To note	
1.5	Minutes of the previous Governing Body meeting (22 November 2016)	Chair	To approve	2
1.6	Matters Arising – Action Log	Chair	To note	3
1.7	Chief Executive's report	Chief Executive	To note	4

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.

2. Governance & Assurance				
2.1	Chair's Action - Appointment of Lay Member (Corporate Governance and Audit Chair)	Director of Governance & Compliance	To ratify	5
2.2	Risk Management – Board Assurance Framework (BAF)	Director of Governance & Compliance	To approve	6
2.3	Annual Equality Report 2016/17	Director of Governance & Compliance	To approve	7
2.3	Policies:			
	a) Standards of Business Conduct and Conflict of Interest Policy including Receipt of Gifts, Hospitality and inducements/Commercial Sponsorship and Joint Working with the Pharmaceuticals' Industry Policy	Director of Governance & Compliance		8
	b) Review of HR policies	Director of Governance & Compliance	To approve	9
	c) Procurement Policy	Chief Finance Officer and Deputy Chief Executive		10
	d) Review of Prime Financial Policies	Chief Finance Officer and Deputy Chief Executive		11
3. Quality and Performance				
3.1	➤ Performance Report – Month 8	Chief Finance Officer & Deputy Chief Executive		12
3.2	➤ Quality & Safety Report	Director of Nursing, Quality and Safeguarding	To review	13

4. Commissioning & Finance				
4.1	Operational Plan 2017 – 2019	Chief Finance Officer and Deputy Chief Executive	To Ratify	14
4.2	Draft QIPP Programme - 2017/18	Chief Finance Officer and Deputy Chief Executive	To approve	15
4.3	Draft Financial Planning 2017/18 – 2018/19	Chief Finance Officer and Deputy Chief Executive	To review and note	16
4.4	Finance Report – 2016/17 Month 8	Chief Finance Officer and Deputy Chief Executive	To review and note	17
4.5	Service Transformation 2016/17 – Month 8	Chief Finance Officer and Deputy Chief Executive	To review	18
4.6	Commissioning, Finance & Performance Committee Report – October – December 2016	Dr Darren Watts	To review and note	19
5. Minutes of Committees				
5.1	Audit Committee – September 2016	Chair, Audit Committee	To note	20
5.2	Commissioning, Finance & Performance Committee – September, October and November 2016	Chair of Commissioning, Finance & Performance Committee	To note	21,22,23
5.3	Quality and Clinical Governance Committee – September and November 2016	Chair of Quality & Clinical Governance Committee	To note	24,25
6. Any Other Business				
	Date and venue of next meeting in public	Date: 25 April 2017 Venue: TBC		

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.