

**Meeting of West Norfolk CCG Governing Body
To be held at 9.30am on Thursday 24th May 2018**

The King's Lynn Town Hall, Saturday Market Place, King's Lynn, Norfolk. PE30 5DQ.

Members of the public are welcome to attend to observe the meeting and questions from the public will be taken at the beginning. Agenda papers will be posted on our website www.westnorfolkccg.nhs.uk prior to the meeting. If you would like these papers in a language other than English, in a larger font, or in another format, please telephone our Communications Team on 01553 666914 or email joannemawson@nhs.net

AGENDA

ITEM	TIME	SUBJECT			
18.33	9.30am	Chair's opening comments, housekeeping notes and Apologies for Absence	Verbal	N	
18.34		Questions from the public on agenda items or other clinical services commissioned by West Norfolk CCG – motion moved by Chair to suspend the meeting – 15 minutes	Verbal		
18.35	9.45am	Declarations of Interest	Paper	N	
18.36		Notification of any items of Urgent Business to be discussed during the meeting	Verbal		
18.37		Minutes of the previous meeting held on 29 th March 2018	Paper	A	
18.38		Action Log / Matters Arising (not covered elsewhere on the agenda)	Paper	N	
18.39		Decision Log from meeting on 29 th March 2018	Paper	N	
18.40		Chair's Report	Verbal	N	
18.41		Accountable Officer's Report	Present at GB	N	
18.42		Governing Body Assurance Framework	Heather Farley	Paper	N
18.43	10.15am	Finance and Performance			
a		Integrated Performance Report including GP Data	Ross Collett /John Webster	Paper	N
b		Finance and Performance Committee Chair's Report	Hilary De Lyon		
		i. March		Paper	N
		ii. April		Paper	N

*A = to approve, N = to note

c		East of England Ambulance Service – Independent Service Review – NOTE Full Deloitte Report not printed	Ross Collett	Paper	N
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18.44	10.45am	Strategy and Commissioning			
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a		STP Update i) Joint Strategic Commissioning Committee Terms of Reference V6 ii) Governing Body Update	John Webster	Paper Paper	A N
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18.45	11.15am	Patient Experience, Safety and Clinical Quality			
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a		Quality Report i) Quality Summary ii) Quality Dashboard	Sarah Jane Ward	Paper Paper	N
b		Patient Safety & Clinical Quality Committee Chair's Report i) March 2018 ii) April 2018 iii) May 2018	Sue Hayter	Paper Paper Verbal	N N N
c		Medicines Management i) Update ii) Norfolk & Waveney Therapeutics Advisory Group – NOTE This has been emailed but not printed	Sarah Jane ward	Paper Paper	N A

18.46	11.45am	Governance and Assurance			
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a		Annual Report and Accounts 2017-18 i) Annual Report ii) Accounts	John Webster	Paper Paper	A A
b		Audit Committee Chair's Report	Hilary De Lyon	Verbal	N
c		Clinical Executive Terms of Reference	John Webster	Paper	A
d		Constitution	Heather Farley	Paper	N
e		Clinical Effectiveness Policies – Please note printed copies of the policies have not been provided. i) Hair Removal (Facial Hair Removal in Women) (Updated) ii) Cryopreservation (Updated)	Sarah Jane Ward	Paper Paper	A A
f		360° Stakeholder Survey I) Summary II) Full Report (Not Printed)	Heather Farley/ Victoria Fear	Paper Paper	N N
g		Workforce Race Equality Scheme	Heather Farley/ Julie Sherwood	Paper	N

18.47		Items for Information			
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		Audit Committee Minutes http://www.westnorfolkccg.nhs.uk/about-us/committees/audit-committee			
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	<p>Finance & Performance Committee Minutes - http://www.westnorfolkccg.nhs.uk/about-us/committees/finance-and-performance-committee</p> <p>Primary Care Commissioning Committee - http://www.westnorfolkccg.nhs.uk/about-us/committees/primary-care-commissioning-committee</p> <p>Register of Interests including Gifts and Hospitality Register - http://www.westnorfolkccg.nhs.uk/about-us/registers-interest</p> <p>Community Engagement Forum Minutes - http://www.westnorfolkccg.nhs.uk/get-involved/community-engagement-forum</p>
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18.48	Date and time of next meeting
	<p>The next Board meeting is Wednesday 4th July 2018, The King's Lynn Town Hall, Saturday Market Place, King's Lynn, Norfolk. PE30 5DQ</p> <p>Dates for 2019 to be agreed</p>

Members of the Governing Body are asked to communicate apologies to Nikki English

Telephone 01553 666903 / Email: nikki.english@nhs.net

All Board meeting venues are chosen with accessibility in mind

Papers distributed to:

Dr Imran Ahmed
Tim Bishop
Pallavi Devulapalli
Sue Hayter
Dr Paul Williams

Tina Ariffin
Ross Collett
Heather Farley
Sarah Jane Ward
Alastair Wilson

Michelle Barry
Revd Hilary De Lyon
Dr Clare Hambling
John Webster

Future Dates for 2018

05/07/18
27/09/18
29/11/18

Future dates for 2019 (To be agreed)

24/01/19
28/03/19
23/05/19
18 or 25/07/19
26/09/19
28/11/19