

**NHS SOUTHEND CCG GOVERNING BODY MEETING PART I IN PUBLIC**
**Thursday, 4<sup>th</sup> February 2016, 1410h – 1700h, Priory Suite, 1<sup>st</sup> Floor, Harcourt House,**
**5 – 15 Harcourt Avenue, Southend on Sea, Essex SS2 6HT**
**AGENDA**

<b><u>General Business</u></b>					
1410h	1.	Welcome and Apologies for Absence	<i>For noting</i>	Dr José Garcia Lobera, Chair	<i>(Verbal)</i>
-	2.	Declarations of Interest <i>To <b>note</b> members' declarations of interest in relation to agenda items</i>	<i>For noting</i>	Dr José Garcia Lobera, Chair	<i>(Verbal)</i>
1415h	3.	Minutes of the Meeting held on 26 <sup>th</sup> November 2015 and action log <i>To <b>approve</b> the minutes and action log of the last Governing Body Meeting in Public</i>	<i>For approval</i>	Dr José Garcia Lobera, Chair	<i>(Attached) page</i>
1420h	4.	Report from the Chief Officer <i>To <b>note</b> the Chief Officer's update</i>	<i>For noting</i>	Melanie Craig, Chief Officer	<i>(Attached) page</i>
<b><u>Clinical and Service Development</u></b>					
1430h	5.	Success Regime <i>To <b>note</b> the update</i>	<i>For noting</i>	Melanie Craig, Chief Officer	<i>(Attached) page</i>
1440h	6.	Minors service at Southend Hospital <i>To <b>approve</b> the service specification for the minor's pathway at Southend Hospital</i>	<i>For approval</i>	Robert Shaw, Joint Director of Acute Commissioning and Contracting	<i>(Attached) page</i>
1500h	7.	Update on St Luke's Health Centre <i>To <b>note</b> the update</i>	<i>For noting</i>	Melanie Craig, Chief Officer	<i>(Attached) page</i>
1515h	8.	Co-commissioning Progress Report <i>To <b>note</b> the decision to progress shared commissioning arrangements and <b>approve</b> the timelines for next steps</i>	<i>For noting/ approval</i>	Dr Krishna Chaturvedi, Clinical Executive Committee Chair	<i>(Attached) page</i>
<b>BREAK 1530h – 1540h</b>					
<b><u>Quality, Finance and Performance Scrutiny</u></b>					
1540h	9.	Quality, Finance and Performance Reports <i>To <b>note</b> the reports previously presented to the Quality, Finance and Performance Committee</i>  a) Finance Report  b) Quality Report	<i>For noting</i>	Jason Skinner, Chief Finance Officer  Linda Dowse,	<i>(Attached) page</i>

		c) Acute Commissioning and Performance Report		Chief Nurse Robert Shaw, Joint Director of Acute Commissioning and Contracting	
		d) Integrated Commissioning and Performance Report		Jacqui Lansley, Joint Associate Director of Integrated Commissioning	
1555h	10.	Business Sustainability Plan <i>To <b>approve</b> the plan</i>	<i>For approval</i>	Jason Skinner, Chief Finance Officer	<i>(Attached)</i> page
	<b><u>Governance and Corporate Business</u></b>				
1605h	11.	Care Quality Commission (CQC) Inspection Initial Feedback <i>To <b>note</b> the outcome of the initial feedback from the inspection</i>	<i>For noting</i>	Linda Dowse, Chief Nurse	<i>(Attached)</i> page
1620h	12.	Emergency Preparedness, Resilience and Response Update <i>To <b>note</b> the progress update and <b>approve</b> the Incident Co-ordination Centre Plan and On- Call Director Policy</i>	<i>For noting/ approval</i>	Robert Shaw, Joint Director of Acute Commissioning and Contracting	<i>(Attached)</i> page
1630h	13.	Governing Body Assurance Framework <i>To <b>approve</b> the assurance framework and the CCG's approach to risk management</i>	<i>For approval</i>	Jason Skinner, Chief Finance Officer	<i>(Attached)</i> page
1640h	14.	Minutes of other committees for noting: <ul style="list-style-type: none"> <li>• Quality, Finance and Performance Committee (a) 26<sup>th</sup> August, (b) 23<sup>rd</sup> September, (c) 28<sup>th</sup> October and (d) 25<sup>th</sup> November</li> <li>• Audit and Risk Committee (e) 22<sup>nd</sup> May, (f) 17<sup>th</sup> September 2015</li> </ul>	<i>For noting</i>	Dr José Garcia	<i>(Attached)</i> page
1645h	15.	Questions from Members of the Public relating to agenda items	-	Dr José Garcia Lobera, Chair	<i>(Verbal)</i>
1655h	16.	Any Other Business <ul style="list-style-type: none"> <li>• Delegated authority to approve annual accounts</li> </ul>		All  Jason Skinner, Chief Finance Officer	<i>(Verbal)</i>
1700h	<b>CLOSE.</b>				
Date of next meeting: Thursday 31 <sup>st</sup> March 2016, Priory Suite, 1 <sup>st</sup> Floor, Harcourt House, 5 – 15 Harcourt Avenue, Southend on Sea, Essex SS2 6JF. <i>Please submit apologies for absence to Samantha Shepherd on 01702 313787 or <a href="mailto:Samantha.shepherd3@nhs.net">Samantha.shepherd3@nhs.net</a></i>					

