



integrated working

**Annual General Meeting of the West Suffolk CCG Governing Body
to be held from 0915–1200 hrs on Wednesday 24 July 2019 in the
Conference Room West, West Suffolk House, Western Way,
Bury St Edmunds, Suffolk, IP33 3SP**

AGENDA

***The Governing Body will be available to meet with members of the public from
0900 – 0915***

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| 1. Apologies for Absence | <i>Dr Christopher Browning</i> |
| 2. West Suffolk CCG – Annual Report and Accounts 2018/19 | <i>Dr Christopher Browning/ Ed Garratt WSCCG 19-35</i> |
| <i>Link to report on CCG website: https://www.westsuffolkccg.nhs.uk/about-us/annual-report/ and;</i> | |
| 2018/19 CCG Annual Assurance | <i>Ed Garratt WSCCG 19-35a</i> |
| 3. Annual Audit Letter 2018/19 | <i>Jane Payling WSCCG 19-36</i> |

Questions and Answers

GENERAL BUSINESS

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|---|--------------------------------|
| 1. Apologies for Absence | <i>Dr Christopher Browning</i> |
| 2. Declarations of Interest <i>To declare any interests specific to agenda items Declarations made by members of the Governing Body are listed in the CCG's Register of Interests. The Register is available via contact with the CCG's Corporate Governance Officer or at the CCG website.</i> | <i>All</i> |
| 3. Minutes of the previous West Suffolk CCG Governing Body meeting. <i>To approve as a correct record Minutes of the West Suffolk CCG Governing Body meeting held on 22 May 2019</i> | <i>Dr Christopher Browning</i> |
| 4. Matters Arising and Action Log | <i>Dr Christopher Browning</i> |
| 5. General Update <i>To receive a verbal report from the Chief Officer</i> | <i>Ed Garratt</i> |

PATIENT AND PUBLIC ENGAGEMENT

6. **Patient Story**
7. **Community Engagement Group (CEG) Minutes**
To receive and endorse minutes of the Community Engagement Group meeting held on 27 June 2019
- David Taylor
Report No:
WSCCG 19-37

STRATEGY AND SERVICE DEVELOPMENT

8. **Maternity Transformation Programme Overview**
To receive and note a report from the Chief Nursing Officer
- Lisa Nobes
Report No:
WSCCG 19-38
9. **West Alliance Update**
To receive and note a report from the Chief Operating Officer
- Kate Vaughton
Report No:
WSCCG 19-39
10. **Procurement Update**
To receive and note a report from the Acting Chief Contracts Officer
- Jane Webster
Report No:
WSCCG 19-40
11. **Adult and Children's Community Wheelchair Services – Overview of Service and Performance Review**
To receive and note a report from the Acting Chief Contracts Officer
- Jane Webster
Report No:
WSCCG 19-41
12. **Integrated Care System (ICS) Cancer Programme Update**
To receive and note a report from the Chief Transformation Officer
- Sandie Robinson
Report No:
WSCCG 19-42
13. **Workforce Update incorporating Interim People Plan**
To receive and note a report from the Chief Corporate Services Officer
- Amanda Lyes
Report No:
WSCCG 19-43

FINANCE, PERFORMANCE AND SCRUTINY

14. **Financial Risks 2019/20**
To receive and note a report from the Chief Finance Officer
- Jane Payling
Report No:
WSCCG 19-44
15. **Integrated Performance Report - Are the CCGs finances, performance and quality on track?**
To receive and note a report from Chief Officers.
- Chief Officers
Report No:
WSCCG 19-45
- *Integrated Performance Report Supporting Information*
- WSCCG 19-45a
16. **Governing Body Assurance Framework**
To receive and approve a report from the Chief Corporate Services Officer
- Amanda Lyes
Report No:
WSCCG 19-46

GOVERNANCE AND CORPORATE BUSINESS

17. **Sub-Committee Terms of Reference for Approval**
To receive and approve revised terms of reference for the CCG's Remuneration and HR Committee and Primary Care Commissioning Committee
- Kate Vaughton/
Amanda Lyes
Report No:
WSCCG 19-47
18. **Audit Committee Annual Report**
- Geoff Dobson

To receive and note a report from the Chair of the Audit Committee

Report No:
WSSCCG 19-48

19. Freedom of Information

To receive and note a report from the Chief Corporate Services Officer

Amanda Lyes
Report No:
WSSCCG 19-49

20. Minutes of Meetings:

To receive a report seeking the **endorsement** of minutes and decisions from the following West Suffolk CCG Sub Committees.

Committee Chairs
Report No:
WSSCCG 19-50

a) Audit Committee

The confirmed minutes of an Extraordinary meeting held on 20 May 2019 and unconfirmed minutes of a meeting held on 26 June 2019

b) Remuneration and HR Committee

The unconfirmed minutes of a meeting held on 11 June 2019

c) Finance and Performance Committee

The unconfirmed minutes of a meeting held on 26 June 2019

d) Clinical Scrutiny Committee

The unconfirmed minutes of a meeting held on 26 June 2019.

e) West Suffolk CCG Primary Care Commissioning Committee

The unconfirmed minutes of a meeting held on 22 May 2019

f) CCG Joint Collaborative Group

The unconfirmed minutes of a meeting held on 6 June 2019

21. Date and Time of future Governing Body meetings

0915 - 1200 Wednesday 25 September 2019, Conference Room, West Suffolk House, Western Way, Bury St Edmunds, Suffolk

22. Questions from the public – Maximum 15 minutes

Please note questions should relate to the items under discussion and must be a question rather than statement. Where individuals deviate from this requirement they will be asked to stop and will not be invited to take any further part in the meeting.

Exclusion of the Press and Public

The Governing Body is recommended to exclude representatives of the press, and other members of the public, from the 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.