

**Governing Body – In Public**

**Date:** 12 March 2020 **Time:** 10.30–13:00

**Venue:** Jubilee Room, Aylesbury Vale District Council, the Gateway, Gatehouse Rd, Aylesbury, HP19 8FF

**Chair – Dr Raj Bajwa**

[Link to papers published on the CCG website](#)

No	Agenda Item	Action	Lead	Time	Page	Risk links
<b>Welcome</b>						
1.	Introductions, Apologies		Chair	10:30	Verbal	
2.	Declaration of Interests in items for items on this meeting’s agenda. Locations of public registers: <a href="https://www.buckinghamshireccg.nhs.uk/public/about-us/how-we-make-decisions/registers-of-interests/">https://www.buckinghamshireccg.nhs.uk/public/about-us/how-we-make-decisions/registers-of-interests/</a> <b>Conflicts of interest in relation to decision papers are described within accompanying cover sheets.</b>	For Noting & Mitigating Actions	Chair	10:30	WEB	n/a
3.	Proposed changes to the CCG Constitution.	Approval	Board Secretary	10:30	1	n/a
4.	Review and Approval of Minutes: a. Meeting minutes – 12/09/19 b. Action Log	Approval	Chair	10:40	7 16	n/a
5.	Matters Arising – escalations/issues from Sub-committee Chairs	Discussion	Chair	10:45	Verbal	All
6.	Questions from the public	Discussion	Chair	10:45	Verbal	n/a
7.	Governing Body Assurance Framework (includes EU Exit Update). <b>Members reminded to consider during meeting any points for recap (item 16).</b>	Assurance/ Approval	Board Secretary	11:00	17	All

<b>Decisions</b>						
8.	Gluten free food – decision to only prescribe gluten free bread, bread mixes and flour mixes to people who meet indicated exception criteria.	Decision	Associate Director of Medicines Management	11:10	32	n/a
9.	Financial Governance: a) Process for Approval of Annual Accounts and Annual Report b) Draft submission CCG/ICP Plan 2020/21 and delegated authority	Decision /Approval	Chief Finance Officer	11:20	62 65	n/a
10.	Corporate Governance: a) Annual Review of Terms of Reference and scheme of reservation and delegation – PCCC b) CCG Code of Conduct	Ratification	Graham Smith, Chair of PCCC  Board Secretary	11:30	67	n/a

**Leadership reports**

11.	Accountable Officers Report	Assurance	Deputy Accountable Officer	11:35	82	n/a
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**Assurance and Governance**

12.	Integrated Care Partnership – plans for 2020/21	For Assurance	Julie Hoare, ICP Managing Director	11:40	On the day	n/a
13.	System Finances a) update on 19-20 and proposals for 20-21 b) Finance Report (Month 11)	Assurance	Chief Finance Officer	12:00	Verbal by exception	GBAF 2,3,4
14.	Quality and Performance Report (February 2020 with March exceptions)	Assurance	Chair of Quality and Performance Committee	12:30	86	GBAF 2,6
15.	Workforce Race Equality Standards – progress review	Assurance	Transformation Manager	12:45	128	n/a
16.	Governing Body Assurance Framework – recap	Assurance	Board Secretary	12:50	Verbal	All

**For Information**

17.	Approved Minutes <a href="#">CLICK HERE FOR WEB LINK</a>	Information	Chair	13:00	Link to website	n/a
18.	Safeguarding Adults Board – papers and minutes <a href="#">CLICK HERE FOR WEB LINK</a>	Information	Chair	13:00	Link to website	n/a
19.	<a href="#">Communications and Engagement Report/Update – Q2/Q3 2019/20</a>	Assurance	Head of Communications	13:00	Paper	
20.	<a href="#">Public Sector Equality Duty (PSED) final report 2019</a>	For Assurance	Interim Director of Primary Care and Transformation	13:00	Link to website	GBAF 2
21.	<b>Date and Time of the next meeting (in public): Thursday 11 June 2020, venue TBC</b>					