

<b>REPORT TO:</b>	<b>GOVERNING BODY</b>		
<b>MEETING DATE:</b>	<b>26 September 2018</b>		
<b>REPORT TITLE:</b>	<b>Sub Committee &amp; Stakeholder Minutes</b>		
<b>SUMMARY OF REPORT:</b>	The report provides Members with minutes of the Sub Committees of the Governing Body for receipt. Stakeholder Committee minutes are also included for information.		
<b>REPORT RECOMMENDATIONS:</b>	Members are requested to receive the report and ratify the Primary Care Committee Terms of Reference.		
<b>FINANCIAL IMPLICATIONS:</b>			
<b>PROCUREMENT IMPLICATIONS:</b>			
<b>REPORT CATEGORY:</b>	Formally Receipt	<b>Tick</b> √	
	Action the recommendations outlined in the report.		
	Debate the content of the report		
	Receive the report for information		
<b>AUTHOR:</b>	<b>Anne Macleod</b> <b>Corporate Administration Manager</b>		
	<b>Report supported &amp; approved by your Senior Lead</b>	<b>Y</b>	
<b>PRESENTED BY:</b>	<b>Debra Atkinson</b> <b>Head of Corporate Business</b>		
<b>OTHER COMMITTEES/GROUPS CONSULTED:</b>	Content discussed at the Primary Care & PL Quality Committees.		
<b>PRIVACY IMPACT ASSESSMENT (PIA)</b>	Has a PIA been completed in respect of this report?		
	If yes, please attach	If no, please provide reason below N/A	<b>N</b>
<b>EQUALITY IMPACT ANALYSIS (EIA)</b>	Has an EIA been completed in respect of this report?		
	If yes, please attach	If no, please provide reason below N/A	<b>N</b>
<b>RISKS:</b>	Have any risks been identified / assessed?		<b>N</b>
<b>CONFLICT OF INTEREST:</b>	Is there a conflict of interest associated with this report?		<b>N</b>
<b>CLINICAL ENGAGEMENT:</b>	Has any clinical engagement/involvement taken place as part of the proposal being presented.		<b>Y</b>
<b>PATIENT ENGAGEMENT:</b>	Has there been any patient engagement associated with this report?		<b>N</b>
<b>PRIVACY STATUS OF THE REPORT:</b>	Can the document be shared?		<b>Y</b>
<b>Which Strategic Objective does the report relate to</b>			<b>Tick</b>
<b>1</b>	Commission the right services for patients to be seen at the right time, in the right place, by the right professional.		
<b>2</b>	Optimise appropriate use of resources and remove inefficiencies.		
<b>3</b>	Improve access, quality and choice of service provision within Primary Care		
<b>4</b>	Work with colleagues from Secondary Care and Local Authorities to develop seamless care pathways		

**NHS EL CCG Governing Body  
26 September 2018**

**SUB COMMITTEE & STAKEHOLDER GROUP MINUTES**

**1. INTRODUCTION**

- 1.1 The report provides Members with minutes of the Sub Committees of the Governing Body for receipt. Stakeholder Committee minutes are also included for information.

**2. SUB COMMITTEES AND STAKEHOLDER GROUPS**

**2.1 Audit Committee : Chair – David Swift**

The minutes of the meeting held on Monday, 13 August 2018 have been approved by the Chair and remain in draft until ratified by the Committee at the meeting on 12 November 2018 – these are attached at Appendix A.

**2.2 PL Quality Committee : Chair – Michelle Pilling**

The ratified minutes of the meetings held on 27 June & 25 July are attached at Appendix B.

**2.3 Primary Care Committee : Chair – Naz Zaman**

The ratified minutes of 11 July and 8 August are attached at Appendix C.

**2.4 Sustainability Committee : Chair – David Swift**

The Sustainability Committee met on 17 September and the ratified minutes will be presented to the November GB meeting.

**2.5 EL CCG & BwD CCG Committees in Common**

The ratified minutes of the Committees in Common held on 20 June 2018 are attached at Appendix D.

Draft Terms of Reference were considered at the meeting on 20 June and further amended at the 20 August meeting. These will be presented to the Governing Body for ratification once finalised.

**2.6 Locality Steering Group Summaries : Chair – GP Clinical Leads**

Locality Summaries are attached at Appendix E.

**3. STAKEHOLDER COMMITTEES**

The following Stakeholder Committee minutes are attached at Appendix F for information.

- **Lancashire Health & Wellbeing Board** – Meeting held on 17 July 2018.
- **EL Health & Wellbeing Partnership** – the Partnership met on 10 April and the minutes were received by the Governing Body on 4 June 2018. The Group have not met since that time.
- **Joint Committee of CCGs** – the minutes of the meeting held on 5 July 2018 are included on the Agenda at Item 6.2.

#### **4. Recommendations**

- 4.1 Members are requested to receive the report.

**DEBRA ATKINSON**  
**Head of Corporate Business**