



Surrey Health and Social Care

SURREY COMMISSIONING COMMITTEES IN COMMON MINUTES

Committees in Common between the following organisations:

NHS Frimley CCG	✓
NHS Surrey Heartlands CCG	✓
Surrey County Council	✓

Date	Wednesday 30 June 2021	Time	10:00 – 10:05
Venue	Virtual meeting		

Members/ Attendees:

Name	Title/ Role	Attendance (✓)/ Apologies (A)		
		Surrey Heartlands CCG	Frimley CCG	Surrey County Council
Convener				
Dr Charlotte Canniff (CC)	Clinical Chair, Surrey Heartlands CCG			
Members				
Dr Charlotte Canniff (CC)	Clinical Chair, Surrey Heartlands CCG (Chair)	✓		
Jacqui Burke (JB)	Lay Member Audit, Surrey Heartlands CCG	✓		
Jonathan Perkins (JP)	Lay Member Finance, Surrey Heartlands CCG	✓		
Steve Hams (SH)	Registered Nurse, Surrey Heartlands CCG	✓		
Dr Claire Fuller (DrCF)	Interim CCG Accountable Officer	A		
Matthew Knight (MK)	Chief Finance Officer	✓		
Dr Timothy Bates (TB)	GP for Surrey-wide Services, Surrey Heartlands CCG	✓		
Steven Clarke (SC)	Clinical Leader, Frimley CCG		A	

Reviewed by: CC (07/07/2021)

Name	Title/ Role	Attendance (✓)/ Apologies (A)		
		Surrey Heartlands CCG	Frimley CCG	Surrey County Council
Kathy Atkinson (KA)	Lay Member, Frimley CCG		A	
Tony Fitzgerald (TF)	Lay Member Primary Care, Frimley CCG		A	
Nicola Airey (NA)	Managing Director, Frimley CCG (Chair)		✓	
Daryl Gasson (DG)	Managing Director, Frimley CCG		A	
Rob Morgan (RM)	Chief Finance Officer, Frimley CCG		A	
Cllr Tim Oliver (TO)	Leader of the Council (Chair)			✓
Cllr Sinead Mooney (SM)	Cabinet Member for Adults			✓
Cllr Clare Curran (CCu)	Cabinet Member for Children			A
Cllr Denise Turner- Stewart (DTS) <i>On behalf of CCu</i>	Cabinet Member for Education and Learning			✓
Attendees				
Natasha Moore (NM)	(Minute-taker) Governance Manager		✓	

Item No.	Discussion and actions raised	Who	By when
1	<p>Welcome, Introductions and Apologies The Convener welcomed members and attendees; apologies were received as detailed above.</p> <p>The Convener notified members and those present that the meeting was being webcast live via the Surrey County Council website. Additionally, she reminded all present that the meeting would be recorded for administration purposes only; and the recording would be deleted once the minutes had been approved.</p> <p>The Convener also confirmed that the Surrey County Council Committee were meeting 'in person' to fulfil their decision-making requirements. NHS Frimley and NHS Surrey Heartlands CCGs were meeting virtually.</p> <ul style="list-style-type: none"> • Confirmation of Convener The Committees confirmed CC as Convener for this meeting. 		
2	<p>Declarations of Interest</p> <p>a) To receive confirmation from all members and attendees that their entry in the Register of Interests is up-to-date, accurate and complete. The Convener noted the register of members' and attendees' interests included in the meeting papers. The Chair invited members and attendees to report any new declarations or any amendments to the register. The following was raised:</p> <ul style="list-style-type: none"> • NA noted that the entries pertinent to Frimley CCG required review following the creation of Frimley CCG from April 2021, however she confirmed that the content remained accurate. <p>b) To receive any declarations of interest pertinent to items on this agenda. The Convener invited members and attendees to report any conflicts pertinent to items on this agenda. None were received.</p>		
3	<p>Quorum The required quorum was met for the following organisations:</p> <ul style="list-style-type: none"> • NHS Frimley CCG • NHS Surrey Heartlands CCG • Surrey County Council 		
4	<p>Minutes from last meeting on 31/03/2021 The minutes of the last meeting were presented. The following minor amendment was raised:</p> <ul style="list-style-type: none"> • TB requested that 'TB' be amended to 'TO' in the minutes in 		

Item No.	Discussion and actions raised	Who	By when						
	<p>reference to an additional interest.</p> <p>Decision Applicable to:</p> <table border="1" data-bbox="252 376 1070 495"> <tr> <td data-bbox="252 376 933 416">NHS Frimley CCG</td> <td data-bbox="938 376 1070 416">✓</td> </tr> <tr> <td data-bbox="252 416 933 456">NHS Surrey Heartlands CCG</td> <td data-bbox="938 416 1070 456">✓</td> </tr> <tr> <td data-bbox="252 456 933 495">Surrey County Council</td> <td data-bbox="938 456 1070 495">✓</td> </tr> </table> <p>The above Surrey-wide Commissioning Committees:</p> <ul style="list-style-type: none"> • APPROVED the minutes of the last meeting, subject to the above minor amendments. NM to amend. 	NHS Frimley CCG	✓	NHS Surrey Heartlands CCG	✓	Surrey County Council	✓	NM	23/07/2021
NHS Frimley CCG	✓								
NHS Surrey Heartlands CCG	✓								
Surrey County Council	✓								
5	<p>Action Log</p> <p>It was noted that shaded actions on the log were marked as completed and would only be discussed by exception. All actions had been completed.</p>								
6	<p>Questions from members of the public</p> <p>No questions from the public were received.</p>								
7	<p>AOB</p> <p>No other business was raised.</p>								
8	<p>Meeting close</p> <p>Meeting closed at 10:30.</p>								
<p>Date of next meeting: Wednesday 29 September 2021, 10:00- 12:00; Virtual meeting</p>									
<p>Signed and agreed by:</p> <p>Date: DD MMM YYYY</p> <p>Dr Charlotte Canniff, Clinical Chair, Surrey Heartlands CCG (Convener)</p>									