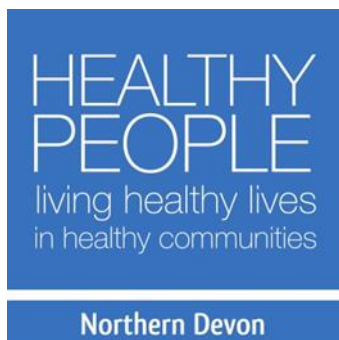


**NORTHERN DEVON LOCALITY COMMISSIONING BOARD AGENDA**

|   |                                 |
|---|---------------------------------|
| <b>Date: 19<sup>th</sup> February 2014</b>            | <b>Time: 09.30 – 11.30</b>      |
| <b>Venue: Crown Yealm House, South Molton EX363LH</b> | <b>Chair: Dr John Womersley</b> |

| Item   | Item Description  | Objective/<br>Desired<br>Outcome   | Process      | Item Presenter                             | Time         |
|--|---|------------------------------------|--------------|--|--------------|
| <b>Section 1 – Public Forum</b>  |   |                                    |              |  |              |
| <b>Opening Business</b>  |   |                                    |              |  |              |
| 1  | Housekeeping, welcome and apologies, register of interests updates and sign-in.                                   |                                    |              | <b>Chair</b>                               | <b>09:30</b> |
| 2  | Patient story – leg club  | Information                        |              | <b>Ruth Carter</b>                         | <b>09:35</b> |
| 3  | Previous minutes  | Approval                           | Attached     | <b>Managing<br/>Director and<br/>Chair</b> | <b>09:40</b> |
| 4  | Update report   | Information                        | Attached     |  | <b>09:50</b> |
| <b>Locality Board Report</b>   |   |                                    |              |  |              |
| 5  | Patient Safety and Quality, Performance, Contracting and Finance, QIPP, Medicines Optimisation and Communications | Information                        | Attached     | <b>Specialty leads</b>                     | <b>10:00</b> |
| <b>General Business</b>  |   |                                    |              |  |              |
| 6  | Diabetes Flash report   | <b>Assurance</b>                   | Attached     | <b>James Wright</b>                        | <b>10:20</b> |
| 7  | Medicines Optimisation Flash Report   | <b>Assurance</b>                   | Attached     | <b>Richard Croker<br/>/ Carol Albury</b>   | <b>10:25</b> |
| 8  | District nursing spec part 1 and 2  | <b>Agreement /<br/>information</b> | Attached     | <b>Kerry Burton</b>                        | <b>10:30</b> |
| 9  | Terms of Reference for the Public Stakeholder Network   | <b>For agreement</b>               | Attached     | <b>Ruth Carter</b>                         | <b>10:50</b> |
| 10   | Quarterly report from Patient Advice and Complaints Team (PACT)   | <b>Assurance</b>                   | Attached     | <b>Mark Elster</b>                         | <b>11:00</b> |
| 11   | Revised Terms of Reference for the Board  | <b>Sign off</b>                    | Attached     | <b>Ruth Carter</b>                         | <b>11:10</b> |
| 12   | Teledermatology paper   | <b>Sign Off</b>                    | Attached     | <b>James Wright</b>                        | <b>11:15</b> |
| <b>Public Questions</b>  |   |                                    |              |  |              |
| 11   | Written questions from the public   | Answer                             | As submitted | <b>Chair</b>                               | <b>11:20</b> |
| <b>Closing Business</b>  |   |                                    |              |  |              |
| 12   | Date and Time of Next Meeting; 16 <sup>th</sup> April, Crown Yealm House, South Molton 09.30 – 12.00              | Note date                          | Verbal       | <b>Chair</b>                               | <b>11:30</b> |
| <b>Section 2 - Confidential Business</b>   |   |                                    |              |  |              |
| <b>Admission of the Public</b>   |   |                                    |              |  |              |
| Under the provision of Section 1, Sub-section 2 of the Public Bodies Admission to Meetings Act 1960, the public may be excluded for such a period as the Clinical Board is in Session on the grounds that publicity would prove prejudicial to the public interest by reason of the confidential nature of the business to be transacted |   |                                    |              |  |              |



Northern, Eastern and Western Devon  
Clinical Commissioning Group

**Voting Membership:**

Caroline Dawe, Managing Director, Northern Locality  
Dr John Womersley, Chair  
Dr Chris Bowman, Vice Chair  
Dr Darunee Whiting, GP  
Dr Tim Chesworth, GP  
Dr Duncan Bardner, GP  
Dr Stephen Miller, GP

**Non-voting Membership:**

James Wright, Head of Commissioning, Northern Locality  
Kevin Wheller, Chief Finance Officer, Northern Locality  
Richard Croker, Head of Medicines Optimisation, Northern and Eastern Localities  
Tracey Polak, Assistant Director of Public Health, Devon County Council  
Ruth Carter, Business and Governance Manager, Northern Locality  
Carol Albury, Locality Medicines Optimisation Pharmacist (Northern locality)  
Hannah Nicholas, Communications Manager  
Barbara Jones, Head of Locality Contracting for Northern and Eastern Devon  
Lorna Collingwood-Burke, Deputy Chief Nurse  
Mark Elster – Patient Safety and Quality Manager  
Carol McCormack-Hole – Lay Member