

MEETING: Governing body – Open Meeting

Item Number: 10.6

DATE: 28 January 2014

REPORT TITLE:	Chairpersons Report Service Design & Implementation Committee 10 December 2014
REPORT AUTHOR:	Dr Pete Marwick
PRESENTED BY:	Dr Pete Marwick
RECOMMENDATIONS/DECISION REQUIRED:	Nil
EXECUTIVE SUMMARY	
Chairpersons report of the Service Design and Implementation Committee held on 10 December for information.	
FURTHER ACTION REQUIRED:	Nil

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CHAIRPERSON'S REPORT

Chairperson's Name	Dr Pete Marwick
Committee Name	Service Design & Implementation Committee
Date of Meeting	Tue 10 Dec 13
Name of Receiving Committee	Governing Body
Date of Receiving Committee Meeting	28 January 2014
Officer Lead	Ian Kewley

<i>The top 3 risks identified during the meeting & initials of lead with designated responsibility</i>	
1.	Not applied during this meeting

Attendance at the meeting[#]:	Acceptable
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<i>Was the agenda fit for purpose and reflective of the committees Terms of Reference?</i>	Yes.
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Narrative report outlining the key issues of the meeting	
	Name of lead with designated responsibility for the action/s
Update Integrated Care document with quality and safety points.	John Marshall
Develop business Case for new Breathlessness service.	Jay Mangan

Chairperson's Additional Comments
Nil

[#] **Excellent** (well attended) **Acceptable** (some apologies) **Unacceptable** (not quorate)

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