

ACTION LOG - PART 1

Agenda Item: 3

Primary Care CPR/SCCG Co-Commissioning Committee Meeting - 13th November 2019

Log No:	CCG	Action	Date Added	Due By	Lead	Status	Date closed
39	CPR/SCCG	ToR to include JW as an independent GP and core member with voting rights	15 05 19	17 07 19	SW	17.07.19 - Update to come back in NOVEMBER. 13.11.19 - Update sent to NHSE. Action to be closed	13.11.19
47	CPR/SCCG	JS to speak to CD in regards to Claire Routh attending future meetings.	11.09.19	13.11.19	JS		13.11.19
48	CPR/SCCG	SS to update the Terms of Reference to reflect that the group are not decision makers	11.09.19	13.11.19	SS	13.11.19 - Update to be given by SS	
49	CPR/SCCG	Invitation to be sent to all Committee members to the GP Recruitment Celebration Event on 4th December.	13.11.19	13.11.19	SJ		
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ACTION LOG - CLOSED ACTIONS

Agenda Item: 3

Primary Care Co-Commissioning Committee Meeting for meeting of 16th October, 2017

Log No:	Action	Date Added	Due By	Lead	Status	Date closed
71	IS to discuss NHSE staffing arrangements for CPR CCG with AC / NHSE outside the meeting.	15.02.2016	18.07.2016 15.08.2016 21.11.2016	Ian Stidston	18/04/16: MH to provide an update following Assurance meeting with NHSE 16.5.16 – Letter going to Andrew Pike shortly to request funding be transferred from NHSE to the CCG for an F/T role. IS to report back to group. AT to arrange for this to be added to the Risk Register. 21/11/2016 - 20.6.16 – Band 7 interviews taking place. CCG to be invited on panel. Update at next meeting. 18.07.16 – KMK sat on Band 7 interviews which was an unsuccessful round. Interview held last week and appointment made. KMK to be advised by CB. IS said to keep on the agenda. 19/09/2016 - Keep open until Alison Cowie is able to address the meeting. 17/10/2016 - LP to forward a formal invitation to Alison Cowie for the November meeting to discuss workforce - done 18th October 2016. 21/11/2016 - Links around NHSE proposal. Needed to be discussed at next meeting when Alison Cowie is present. Update at 19/12/2016: IS had a meeting with Simon Evans and Alison Cowie last week to talk about future plans in NHSE for their primary care team. The minutes of 19/09/2016 contain Ian Stidston's update. The action to be closed although further information is to be brought to the meeting. ACTION CLOSED.	19.12.16

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95	Arisen from closed action No. 93 - QOF visits: AT explained that the CCG cannot undertake QOF visits as the CCG does not manage the national QOF and NHSE also do not undertake the 5% visits. KMK said there is a need to build this into a workplan that we need to consider what type of audit we want around the QOF. Action AT & KMK to consider audit of QOF delivery and build into the workplan.	17.10.2016	Nov-16	Kevin McKenny & Alexis Topping	18.7.16 – Data source checked and data out of date, suggest using current methods of acquiring data to keep dashboard up to date locally. Alexis advised that national document at last meeting re stressed practices from NHSE was older data, so will stick to using local data. Chair asked if he would be doing anything to challenge this. Carol Barnes confirmed she will share the rationale we have with CPR being as they are 18 months out of date. 15/07/16 - Update – Waiting on an update from NHSE. 19/09/2016 - AT has not heard back from NHSE yet, she will follow up and will provide an update at the next meeting in October. OCT 16: CB has advised that NHSE have offered support to all practices identified as 'vulnerable' (based on those in Special Measures following the CQC inspections NHSE are waiting for extra info to prepare a template to be presented to the Vulnerable Practice Project Board for approval. Alexis Topping advised that this action related to a document which contained old data of 18 months old, a primary care web tool didn't match with the old data of NHSE, as some data is updated quarterly. Our data board didn't match the data and we are pursuing this. ACTION CLOSED	19.12.16
100	GP Five Year Forward View - Draft CCG Submission: Local Operational Plan for delivering GP 5YFV to be presented for approval at the next meeting on 19th December 2016.	21.11.2016		Kevin McKenny	Agenda Item for 19th Dec 16 meeting. ACTION CLOSED	19/12/2016
96	Final draft of CCG 2017/18 work plan to be submitted and approved by March PCCC			KMK	Action complete	20.03.2017
97	The final draft of GPFV submission to be shared with PCCC at March PCCC Meeting			KMK	Action complete	20.03.2017
98	Carol Barnes to ascertain if complaints data can be made available to CCG to inform quality report			CB	Sarah Jane Ward has resolved this issue. Action to be closed	20.03.2017
100	AT to circulate Commissioner Guidelines for responding to requests from practices to temporarily suspend patient registration.	18.04.2017		AT	Action complete	15.05.2017

Log No:	Action	Date Added	Due By	Lead	Status	Date closed
102	Alexis Topping to circulate Commissioner Guidelines for responding to requests from practices to temporarily suspend patient registration. These will also be presented at PCCC for approval.	18.04.2017		AT	Duplicate action. Action to be closed	15.05.2017
99	AT to write to all three practices requesting temporary list closures to say that a decision has been deferred and that a meeting will be arranged to allow for further discussions to take place between all 7 practices and the CCG	20.03.2017		AT	A decision was made to support all 7 practices to manage patient demand. All practices have confirmed that they are accepting patients. As part of the GPResilience Programme 17/18 they could submit a group bid for funding and the CCG would support this. 15.0.5.2017 - A follow-up meeting to be arranged with the practices. had follow up meeting on 24th May- productive meeting and these will continue. Will be supporting practice to submit bid .	
104	KMK to share a RAG rated update on progress against work plan.	15.05.2017		KMK	Closed	
106	Margaret Hathaway to look at the contract with NEL CSU regarding GP IT cover and associated security	15.05.2017		MH	All IT services to be reprocured over the course of the year across Essex. Will be managing NELCSU and ensure handover is fit for purpose. Programme Board established to run process. 17.07.2017 - Turnaround Director to work on service improvement plan and review of whole IT service. Programme Board looking at re-procuring IT service through Lead Provider Framework. It was agreed that action could be closed. Update to be brought back at a later date.	17.07.2017
101	Flu Plan 2017/18 to be added to the PCCC agenda in July for formal approval. Lead Tricia D'Orsi	18.04.2017	17.07.2017	TD	To be brought back to July meeting. 17.07.2017 - To be brought back to the August meeting. 21.08.2017 - Action closed	21.08.17

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103	KMK to present the draft CCG Action Plan for improving uptake for LD Healthchecks to PCCC for review and approval in June.	15.05.2017	19.06.2017	KMK	Action Plan to be completed at August meeting. CR to do questionnaire for LD event in South Essex promoting LD health checks. 17.07.2017 - Refreshed action plan to be brought to August meeting. AUGUST UPDATE - KMK is working in partnership with SCCG and LA to develop SEE plan - draft to come to September PCCC. 21.08.2017 - Draft action plan has been done. Work is being done to compare the accuracy of health and local authority registers. It is hoped that some LD health checks will be carried out over the summer months. Action to stay open	
108	SJ to circulate full schedule of meetings for both CCGs	21.08.2017		SJ	Action complete.	
109		SJW to look into the problem of Benfleet GPs being unable to see blood test results from Basildon Hospital.	21.08.2017	16.10.17	Further update to be given at October meeting - This has been escalated with Basildon Hospital and SUHFT and Lead GP is looing into. Linked to a piece of work looking at INR results.	16.10.17
110		Primary Care Enhanced Access, engagement s and governanceto be a regular agenda item re governance to ensure feedback	15.09.2017	16.10.17	Oct 17: Action can be closed - now regular agenda item	15.09.17
112		Work Plan - PCC to receive update on EFI Reports by Practice	15.09.2017	16.10.17	Oct 17: Agenda Item for October	16.10.17

Log No:	Action	Date Added	Due By	Lead	Status	Date closed
113		Work Plan - Peter King to provide PCCC with update on IT Primary Care Projects	15.09.2017	16.10.17	Oct 17: Agenda Item for October	16.10.17