

Primary Care Commissioning Committees in Common Part One ACTION LOG

Last Updated: 06/03/2020

Action No.	Date first raised	Ref	Action	Due Date	Lead	Status as at 06/03/2020 Rationale for Delay if Applicable	RAG
45/19	08/11/2019	19/18 CQC report	Discuss ways of sharing best practice across the CCG areas.	Jan 2020	NM/DSt	Discussion to take place around Business Intelligence and maternity network. Discussed at Jan meeting – keep open.	Yellow
01/20	10/01/2020	20/06 M8 finance reports	Discussion of ES finance reports by GPs.	Mar 2020	PM	On forward planner for ES PCC. Close.	Green
02/20	10/01/2020	20/07 Delegated allocations	Delegated allocations – further analysis to be carried out.	Feb 2020	AL	Work underway. Close.	Green
03/20	10/01/2020	20/09 Access review	Access review workshops.	Feb 2020	NM	Underway. Close.	Green
04/20	10/01/2020	20/12 Issues Log	Capita issues on log for more than 12 months to be reviewed at the next meeting.	Mar 2020	HS	On agenda. Close	Green
05/20	10/01/2020	20/13 Prog of Work	Focus on workstreams at future meetings.	Mar 2020	HY	Agendas to be restructured accordingly. Close.	Green
06/20	10/01/2020	20/13 Prog of Work	Triangulate with information being provided to the Q&P Committee.	Jul 2020	PM/CS	Take forward when merged committees established.	Yellow

07/20	10/01/2020	20/16 LCS	Prostate cancer	June 2020	NM	Audits were being carried out and would be reviewed in June.	
			Review for financial impact	March 2020	AL	Bring back to PCCCIC.	
			Audits	June 2020	NM	Review in June.	
			Diabetes	July 2020	NM	Bring to a subsequent meeting.	
08/20	10/01/2020	20/17 AOB	Network service specifications	Jan 2020	NM	Develop responses and feedback on portal.	

09/20	10/01/2020	20/18 Meeting admin.	<p>Set aside time at the March meeting for preparation for the new arrangements for the PCCC coming into place in April 2020.</p> <p>Confirm March meeting venue.</p> <p>Resend diary invitations to confirm 9.00 am start.</p> <p>Reschedule May meeting (previously chosen date is now a bank holiday).</p> <p>Ensure potential conflicts of interests are highlighted clearly on the agenda.</p> <p>Confirm arrangements for Patient representative meeting expenses.</p> <p>Diligent not retaining user's markings when the meeting file is refreshed.</p> <p>Bring along hard copies of Excel spreadsheets to future meetings.</p>	March 20	PM	<p>On agenda – close.</p> <p>Done – close.</p> <p>Done – close.</p> <p>Done – close.</p> <p>Will be actioned in future – close.</p> <p><i>Checking with JS.</i></p> <p>Done – close.</p> <p>Will be actioned in future – close.</p>	
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