

GOVERNING BODY MEETING IN PUBLIC
ACTION LOG

RED: CONCERN/INABILITY TO COMPLETE ACTION

AMBER: IN PROGRESS

GREEN: ACTION COMPLETE

Date of Meeting	Item / Paper Number		Action	Lead	Due	RAG Rating	Status
19/05/15	5	Nene CCG Constitution	All Strategy and Plan documentation to be reviewed to ensure consistent Vision	JSC/HP	August 2015	A	Ongoing.
17/03/15	10	Primary Care Co-Commissioning Joint Committee Terms of Reference	Governance arrangements to be reviewed by Audit & Risk Committee	JM	ASAP	A	08.06 To be discussed at July Audit & Risk Committee meeting
17/02/15	17	GP IT Policy	Alternative and potentially cost saving procurement routes to be explored – PBe to discuss with MD	PBe	September 2015	A	21.04 To be discussed with PBe as soon as possible.
16/12/14	15	Enhanced Pro-Active Care Specification	Schemes to be reviewed in terms of meeting defined objectives and update report to be brought to June meeting.	JSC	June 2015	A	Locality Chairs undertaking review. Update at August Meeting.
21/04/15	9	Quality & Performance Report	Risks to achieving the Quality Premium to be set out in the report	KM	June 2015	G	The report includes a Quality Premium dashboard which details where the CCG is at risk of not achieving the standard. This will be developed further to make risk elements more detailed.

17/02/15	14	2015/16 Plan	Monitoring of Plan Targets to be drawn out more clearly in the Quality & Performance Report	KM	June 2015	G	To be incorporated from Month 1 2015/16.
19/05/15	6	Section 75 Partnership Agreement – Delegation of Authority	Conflicts of Interest Policy to incorporate issues relating to Section 75	JSC/HP	ASAP	G	Incorporated. Policy on Agenda 16.06 for ratification.
19/05/15	6	Section 75 Partnership Agreement – Delegation of Authority	Accountability and Reporting to be more clearly set out	JSC	ASAP	G	Complete – On Agenda 16.06.15
19/05/15	5	Nene CCG Constitution	All amendments to be incorporated and revised Constitution to be sent to GB Members	HP	ASAP	G	Circulated by email 09.06.15
21/04/15	4	Top Organisational Risks	Gap between when an action can be reported and when it is due to be completed to be addressed where necessary	HP	June 2015	G	Completed. Updated document on Agenda 16.06.15
21/04/15	4	Top Organisational Risks	More detail in relation to the impact of risks to be included	HP	June 2015	G	Completed. Updated document on Agenda 16.06.15
19/05/15	6	Section 75 Partnership Agreement – Delegation of Authority	Updated version to be brought to back to a future meeting for information.	JSC	June 2015	G	On June Agenda. Complete.
17/03/15	10	Primary Care Co-Commissioning Joint Committee Terms of Reference	Update to be provided at April Meeting	JSC/PBe	April 2015	G	21.04 Terms of Reference finalised and signed off. Complete.
17/03/15	8	Section 75 Partnership Agreement	Governance Arrangements to be taken to Audit & Risk Committee	JM	May 2015	G	Terms of Reference being reviewed by Audit & Risk Committee on 27.05
17/03/15	5	Final Operational Plan 2015/16	Strategy for Communication of the Plan to be brought to Governing Body	JSC	June 2015	G	On Agenda 16 June meeting.
17/02/15	20	End of Life Strategy	Financial Implications to be brought back to the Governing Body prior to ratification	MD	October 2015	G	A costed set of proposals will be worked up over the summer so options and cases will be put forward for consideration in

							October. 21.04 Agreed to close action – Forward plan will be updated to ensure Strategy brought back to October meeting.
17/02/15	9	Quality & Performance Report	IC24 (Out of Hours) performance to be included in the report	KM	June 2015	G	21.04 Slide updating on performance tabled and will be incorporated going forward.

JSC	Janet Soo-Chung	KM	Kathryn Moody	MD	Matthew Davies	JM	James Murray
PBe	Paul Bevan	HP	Helen Potton				