

CCG Governing Body Part 1 – Action Log

Date of Meeting:	15 November 2019	Agenda Item:	PAPER 1.4
Reporting Officer:	Governing Body Chair		

Actions to be reviewed at the January 2020 meeting

Meeting date	Agenda item	Item name	Action	Owner	Due Date	Comments/updates
16 March 2018	16/03/18/1.1	Committee Business	To notify the Corporate Affairs and Governance Manager when Conflict of Interest training is completed	All	November 2019 January 2020	ONGOING 15/11/2019 – the submission to NHSE is required in January and update will be provided at the January Governing Body Meeting 20/09/2019 - members were reminded that this is an annual requirement and all members need to complete the training by the end of November 2019.
17 May 2019	17/05/19/3.1	Quality and Safeguarding Report	To share the Ombudsman report relating to the Northern Care Alliance once received	K Hurley / A Kelly	November 2019 January 2020	ONGOING 15/11/2019 still awaiting report. 20/09/2019 still awaiting report

19 July 2019	19/07/19/3.4	Corporate Risk Register	Feedback to GM that the Governing Body suggests that Breast Cancer Screening Service to be included in Theme Three	S Croasdale	November 2019 January 2020	ONGOING 15/11/2019 will be included in January 2020
20 September 2019	20/09/19/5.2	Any other Business (AOB) – Locality Plan Refresh	The latest iteration of the Locality Plan to be presented at the meeting in November.	A Fallon	November 2019 January 2020	ONGOING 15/11/2019 Delayed due to Purdah
15 November 2019	15/11/19/1.1	Committee Business	It was agreed that the final KLOE submission will be shared with those colleagues and Governing Body members.	H Chapman	January 2020	
15 November 2019	15/11/19/2.2	Constitution – Approval for submission	A request was made to ensure that it was clear in the Constitution that the SoRD delegated to ICB, only applied to the pooled budget.	H Chapman & S Evans	January 2020	
15 November 2019	15/11/19/3.3	Performance Report	The risk register is to be updated to include all the risks identified in the November Governing Body Performance report	K Thompson	January 2020	
15 November 2019	15/11/19/3.4	Corporate Risk Register and Assurance Framework	Primary Care Risk Register to be shared with Governing Body members	K Thompson	January 2020	

Actions Closed / Completed at the November 2019 meeting

Meeting date	Agenda item	Item name	Action	Owner	Due Date	Comments/updates
17 May 2019	17/05/19/3.3	Performance Report	To clarify whether NWAS handovers are site based	S Croasdale K Thompson	Sept 2019 November 2019	CLOSED
17 May 2019	17/05/19/4.3i	Heywood and Middleton Locality Report	A meeting is to be arranged for the CCG to work with the Family Action Group and the Healthy Gems course work.	K Pearson / Dr Ghafoor	November 2019	CLOSED

20 September 2019	20/09/19/2.1	Audit Committee Terms of reference (ToRs) for Ratification	GB approved use of Chair's actions for ratification of updated ToR's once approved by Audit Committee.	H Chapman	October 2019	CLOSED
20 September 2019	20/09/19/3.4	Corporate Risk Register	Updates around the Lymphedema service and the CCG and pooled budget details are to be included in the next Governing Body report.	S Croasdale	November 2019	CLOSED
20 September 2019	20/09/19/5.1	Any other Business (AOB) – Over the Counter Medicines	GMMMG to be advised that HMR supports the change to the OTC medicines guidelines which acknowledges that some people have financial hardship.	K Hurley	October 2019	CLOSED