

BNSSG CCG Governing Body: Action Log (Open Session)

Sep-18

Meeting Date & Item No.	Ref.	Action Point	Owner	Timescale	Action Comments	Status
1-May-18 item 04	02	Actions from previous meetings Perinatal Mental Health Review to be presented to the Governing Body	Deborah El-Sayed	Feb-19	The CCG has commissioned an external review of the Perinatal Mental Health Pathway which commenced in June 2018. The review team have collected evidence through a series of interviews and document reviews and are in the process of writing up their report and recommendations. This should be complete by the end of September. A report of the recommendations and actions will be brought back to the Governing Body. request that the timescale for action to be completed revised	open
3-July-18 item 7.2	01	<u>Development of locality commissioning groups and locality provider groups</u> further information on appropriate and proportionate engagement and involvement of patients and public in the development of the locality model to be provided in future reports	All Area Directors	Nov-18	Paper taken to the PCCC on locality commissioning Sept 18 and to come to Governing Body Nov 19. Timescale amended from Oct 18 to reflect this.	open
3-July-18 item 7.3	01	<u>STP Urgent Care Strategy</u> Quality metrics for urgent care relating to primary care to be discussed and reviewed at the Primary Care Commissioning Committee	Martin Jones	Oct-18	Presented to the September 18 meeting of the PCCC. Recommend action closed	closed
	02.2	<u>STP Urgent Care Strategy</u> plans to ensure that IT systems between organisations enable information sharing	Deborah El-Sayed	Oct-18	Delivery Board are taking this forward and an update will be brought to the October GB meeting but this may contain commercially confidential information	Open
3-July-18 item 8.2	01	<u>Briefing on SCR and implications for the CCG</u> the CCG through the Director for Quality and Nursing to set out with the Safeguarding Board and Serious Case Review Subgroup the sign off process for Serious Case Review action plans in relation to actions for health services and other associated actions	Anne Morris	Oct-18	SCR action plans will be reviewed at Quality Committee before formal approval given to Safeguarding Boards. Designated Nurses will provide timeline. Report to be presented to the Oct Governing Body, recommend action closed.	closed
3-July-18 item 8.2	02	<u>Briefing on SCR and implications for the CCG</u> A paper regarding the approach to managing SCR action plans to be presented to the Governing Body	Anne Morris	Oct-18	For discussion and review at Quality Committee as now included within Safeguarding reports. Report to be presented to the Oct Governing Body, recommend action closed.	closed

3-July-18 item 8.2	03	<u>Briefing on SCR and implications for the CCG</u> future paper to clarify where actions fall to CCG and what actions taken to address these	Anne Morris	Oct-18	SCR action plans to be reviewed at Quality Committee to ensure actions are appropriately assigned before formal approval given to Safeguarding Boards. Designated Nurses to provide timelines and ongoing monitoring at Safeguarding Governance meetings and Quality Committee. Report to be presented to the Oct Governing Body, recommend action closed.	closed
3-July-18 item 10.1	02	<u>Performance and Quality Report</u> Early referral of young adults from CAMHS to Adult Mental Health services to be addressed and recovery plan to be implemented	Lisa Manson	Oct-18	the recovery plan will be taken through the October Quality Committee and will be brought to the November GB meeting. Recommend action closed.	closed
3-July-18 item 10.1	03	<u>Performance and Quality Report</u> Impact of ICE on Patient Choice to be explored	Lisa Manson	Oct-18	Action being taken forward	open
7-Aug-18 item 6.2	01	<u>Primary Care Quarterly Report</u> David Soodeen to participate in the evaluation of the Translation and Interpretation Services procurement	Lisa Manson	Oct-18	Action on track	open
7-Aug-18 item 6.2	02	<u>Primary Care Quarterly Report</u> Martin Jones to work with comms to develop GP bulletin and other communications with GPs	Martin Jones	Oct-18	Discussions on going with communications team. Plans for engagement in place and action now on-going. Recommend action closed	closed
7-Aug-18 item 6.2	03	<u>Primary Care Quarterly Report</u> Area Directors to share paper with localities	All Area Directors	Oct-18	paper shared with area directors for circulation to localities recommend action closed	closed
7-Aug-18 item 6.2	04	<u>Primary Care Quarterly Report</u> Primary Care Performance and Quality Reports to include locality level information	Lisa Manson/Anne Morris	Oct-18	Action ongoing; recommend action closed and transferred to PCCC.	closed
7-Aug-18 item 7	01	<u>Report on Looked after Children</u> updated action plan to be presented to the Quality Committee and October Governing Body meeting	Anne Morris	Oct-18	information included in quality report, action now ongoing; recommend action closed	closed
7-Aug-18 item 7	02	<u>Report on Looked after Children</u> updated action plan to include governance arrangements for accountability between partners	Anne Morris	Oct-18	information included in quality report, action now ongoing; recommend action closed	closed
7-Aug-18 item 7	03	<u>Report on Looked after Children</u> issues regarding Information sharing with local authorities to be escalated to Chief Executive	Anne Morris	Sep-18	Action completed; recommend action closed	closed
7-Aug-18 item 7	04	<u>Report on Looked after Children</u> updated report to include number of children not receiving assessments	Anne Morris	Oct-18	information included in quality report, action now ongoing; recommend action closed	closed

7-Aug-18 item 7	05	<u>Report on Looked after Children</u> updated report to clearly separate issues, eg specific issues relating to refugee children	Anne Morris	Oct-18	information included in quality report, action now ongoing; recommend action closed	closed
7-Aug-18 item 8	01	<u>Finance Report</u> locality level information to be provided	Sarah Truelove	Oct-18	action on track	open
7-Aug-18 item 8	02	<u>Finance Report</u> changes in GP referrals to be explored	Lisa Manson	Oct-18	action on track	open
7-Aug-18 item 8	03	<u>Finance Report</u> changes in consultant to consultant referrals to be reviewed	Lisa Manson	Oct-18	action on track	open
7-Aug-18 item 9	01	<u>Performance and Quality Report</u> Contextualised data from community providers to be included as appropriate in future reports	Lisa Manson	Oct-18	Information included in report, action now ongoing; recommend action closed	closed
7-Aug-18 item 9	02	<u>Performance and Quality Report</u> NHSE Dental Never Event Report to be received by the Quality Committee	Anne Morris	Oct-18	action on track	open
7-Aug-18 item 9	03	<u>Performance and Quality Report</u> 62 day cancer standard action report to be discussed at the Quality Committee	Lisa Manson	Oct-18	action on track	open
7-Aug-18 item 9	04	<u>Performance and Quality Report</u> Plans for the roll out of the Bristol dementia diagnosis model to be confirmed	Lisa Manson	Nov-18	action on track	open
7-Aug-18 item 9	05	<u>Performance and Quality Report</u> the rationale for the targets for dementia diagnosis to be shared	Lisa Manson	Oct-18	action on track	open
7-Aug-18 item 10.1	01	<u>Research and Development Annual Report</u> Peter Brindle to formally write to Bristol City Council with concerns regarding Public Health review	Peter Brindle	Sep-18	PB has written and is awaiting response from BCC	open
7-Aug-18 item 10.3	02	<u>Business Continuity Policy</u> Directorate plans to be completed by end Sept 2018	All Directors	Sep-18	action on track	open
4-sep-18 item 2	01	<u>DOI</u> JH and FF to update their declaration forms	Jon Hayes / Felicity Fay	Oct-18	Form sent to JH and FF for updates - 5 sep 2018	open
4-sep-18 item 3.1	01	<u>Minutes</u> It was agreed the reference to "all" on the second action on page 26 should read 'Members of Executive Team'	Sarah Carr	Oct-18	amendment made recommend action closed	Closed
4-sep-18 item 6.1	01	<u>STP Bi Monthly Report</u> Discussion around training for roles being moved into the community was discussed and MJ agreed to raise this through the workforce group.	Martin Jones	Oct-18	Action completed; recommend action closed	closed

Item 4

4-sep-18 item 6.1	01.2	<u>STP Bi Monthly Report</u> AMoo noted a report on recruitment and retention would be coming to the November Governing Body meeting.	Anne Morris	Nov-18	in progress	open
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