

BNSSG CCG Governing Body: Action Log (Open Session)

Oct-19

Meeting Date & Item No.	Ref. (item no. and action no.)	Action Point	Owner	Timescale	Action Comments	Status
04-Jun-19	4.0	<u>ICB Specification</u> Following on from action 07/05/5019 item 6.4 01 it was agreed to present the Digital ICB specification to the Governing Body in November	Deborah El-Sayed	Nov-19	Bristol City Council on behalf the BNSSG STP have been successful in a bid for NHS Digital Social Care funding to support the discovery phase of ICB and long term requirements. As part of the discovery phase we are carrying out a full process mapping exercise across the service and exploring opportunities to use existing system to improve workflows and products available on the market. The work includes defining the problem we need to solve for the users, at each stage of the process and work with the new community contract provider to understand their delivery model. A full report will be shared with the Governing Body in November	open
06-Aug-19	7.2	<u>Patient Experience Report Quarter 1</u> Themes for the general enquiries to be analysed to investigate whether any changes to the website need to be made to improve accessibility of information	Julie Thallon	Dec-19	Patient Experience Report Quarter 2 to be presented at the December meeting	open
06-Aug-19	7.2.1	<u>Patient Experience Report Quarter 1</u> Feedback by area trends to be reviewed across 2017/18 and 2018/19	JulieThallon	Dec-19	Patient Experience Report Quarter 2 to be presented at the December meeting	open
06-Aug-19	7.2.2	<u>Patient Experience Report Quarter 1</u> Legends to be added to the charts for the report	Julie Thallon	Dec-19	Patient Experience Report Quarter 2 to be presented at the December meeting	open
06-Aug-19	7.3	<u>Quality Work Plan 2019/20</u> Commissioning and Quality to work together to develop a quality work plan dashboard with measurable goals	Julie Thallon/Lisa Manson	Oct-19	Dashboard to be developed and presented to the Quality Sub Committee	open
03-Sep-19	7.1	<u>Annual Safeguarding Reports</u> Paper regarding next steps for Deprivation of Liberty Safeguards and Liberty Protection safeguards to be presented to the Governing Body	Julie Thallon	Nov-19	Paper on the agenda for November meeting. Recommend closed	closed
03-Sep-19	11	<u>Questions from members of the public</u> Consideration to be given to answering submitted written public questions after the related item and additional awareness raising of how to ask the CCG a question generally	Deborah El-Sayed	Nov-19	Improvements have been considered and guidelines have been developed for staff. The action was closed.	closed

01-Oct-19	6.2	<u>IAPT Contract Mobilisation</u> LM to update on the numbers of patients forwarded from previous providers	Lisa Manson	Nov-19		open
01-Oct-19	6.3	<u>Adult Community Health Services Contract Mobilisation</u> Monthly reporting to come to the Governing Body to include mobilisation risk register	Lisa Manson	Nov-19		open
01-Oct-19	7.2	<u>Serious Incident Report Quarter 1</u> RS to investigate whether harm reviews have been undertaken 100 days after the incident	Julie Thallon	Nov-19		open
01-Oct-19	8.2	<u>Finance Report</u> Further information to be provided on the increase in CHC spend	Sarah Truelove	Nov-19		open
01-Oct-19	9.1	<u>Patient and Public Involvement Forum Terms of Reference</u> Reference to ownership of the Patient and Public Involvement Strategy to be amended	Deborah El-Sayed	Dec-19	PPIF Terms of Reference to be amended and presented to the Governing Body for approval at the December meeting	open
01-Oct-19	9.1.1	<u>Patient and Public Involvement Forum Terms of Reference</u> References to review of national policy to be amended to read local policy. Section to also clarify that local policies will be reviewed against national policies.	Deborah El-Sayed	Dec-19	PPIF Terms of Reference to be amended and presented to the Governing Body for approval at the December meeting	open
01-Oct-19	9.1.2	<u>Patient and Public Involvement Forum Terms of Reference</u> Consideration on how to progress the appointment of 'anchor' organisations as members of the PPIF.	Deborah El-Sayed	Dec-19	PPIF Terms of Reference to be amended and presented to the Governing Body for approval at the December meeting	open
01-Oct-19	9.1.3	<u>Patient and Public Involvement Forum Terms of Reference</u> Consideration to be given to senior managers from key areas becoming members of the PPIF in order to ensure attendance.	Deborah El-Sayed	Dec-19	PPIF Terms of Reference to be amended and presented to the Governing Body for approval at the December meeting	open
01-Oct-19	9.1.4	<u>Patient and Public Involvement Forum Terms of Reference</u> Clinical leads to be included within the quoracy requirements for the PPIF	Deborah El-Sayed	Dec-19	PPIF Terms of Reference to be amended and presented to the Governing Body for approval at the December meeting	open
01-Oct-19	9.1.5	<u>Patient and Public Involvement Forum Terms of Reference</u> PPIF Terms of Reference to be amended and presented to the Governing Body for approval	Deborah El-Sayed	Dec-19	PPIF Terms of Reference to be amended and presented to the Governing Body for approval at the December meeting	open