

# B

## ACTION/MATTERS ARISING FROM THE MEETING OF THE NHS SHEFFIELD CLINICAL COMMISSIONING GROUP GOVERNING BODY HELD IN PUBLIC on 6 March 2014

Minute	Item	Action to Take	Lead	Confirmation of action taken / still to take
10/14	Personal Health Budgets (PHBs)	<ul style="list-style-type: none"> <li>Undertake additional work required to implement arrangements to meet the national deadlines set for April and October 2014 respectively</li> </ul>	KeC	Oral update to be given at April meeting
126/13(a) 151/13(a) 205/13(a) 231/13(a) 256/13(a) 05/14 27/14(a) 46/14	Development of CCG Commissioning Intentions for 2013/14	<ul style="list-style-type: none"> <li>Feedback from colleagues at NHS England following their consideration of additional recent information.</li> </ul>	TF	Ongoing
47/14	Chair's Report	<ul style="list-style-type: none"> <li>Paper describing new recommendations for Governing Body meetings to Governing Body in April</li> <li>Consult with Internal Audit colleagues that proposed new approach will still meet governance requirements in particular with regard to internal controls and assurances required as part of the CCG's Assurance Framework</li> <li>Confirm the new timings of Governing Body meetings to members and invited attendees by email</li> </ul>	LT  JN  LT	On agenda  Feedback to be given at April meeting  Email sent 7.3.14
48/14	Accountable Officer's Report	<ul style="list-style-type: none"> <li>Provide information for the CET on the national framework agreement for commissioning support</li> <li>Also provide this information to Governing Body in June, along with an update on what the broader implications of externalisation might be</li> </ul>	IG  IG	To circulate virtually for information On forward planner

49/14	Planning for 2014/19	<ul style="list-style-type: none"> <li>• Seek further advice from public health colleagues on the CCG's five ambitions</li> <li>• Include a clear definition of holistic approaches</li> <li>• Describe how we will measure and monitor how we are improving patient and public experience</li> <li>• Send any comments on the portfolio projects and efficiency plans to the Chair</li> <li>• Schedule discussion about the information behind the projects at a future Governing Body</li> <li>• Consider how to reference public health projects such as Move More and Smoking Cessation and demonstrate commitment to these and all our major partnership projects</li> <li>• Discuss how Healthwatch might help to improve the reporting of public engagement feedback, and that from any other consultation and patient engagement in the future</li> <li>• Submit document to NHS England for comment, then finalise, publish, and discuss with our providers as part of our contract negotiations</li> </ul>	<p>TF</p> <p>TF</p> <p>TF</p> <p>All</p> <p>IG</p> <p>TF</p> <p>TF/PE</p> <p>TF/JN</p>	<p>all actioned in the revised version, which will be circulated for info when final</p> <p>“</p> <p>May agenda provisionally</p> <p>all actioned in the revised version, which will be circulated for info when final</p> <p>“</p> <p>“</p>
50/14	NHS Sheffield CCG Business Continuity Policy, including NHS Sheffield CCG Emergency Responsiveness Policy	<ul style="list-style-type: none"> <li>• Email proposed amendments to the wording</li> <li>• If any changes need to be made to the policies they need to be reflected in all South Yorkshire and Bassetlaw CCGs' plans.</li> </ul>	<p>JW</p> <p>TF</p>	<p>Still awaited</p> <p>Ongoing</p>
52/14(b)	Month 10 Quality and Outcomes Report: CCG Assurance and the Balanced Scorecard	<ul style="list-style-type: none"> <li>• Complete discussions with SCHFT how admissions for children with lower respiratory tract infection are recorded as part of contract negotiations</li> </ul>	<p>JN</p>	<p>Update at April meeting</p>
52/14(g)	Month 10 Quality and Outcomes Report: Quality	<ul style="list-style-type: none"> <li>• Present Clostridium Difficile targets for 2014/15 to Governing Body in April</li> </ul>	<p>KeC</p>	<p>Included in Quality and Outcomes report</p>
54/14	Updates from the Locality Executive Groups (LEGs)	<ul style="list-style-type: none"> <li>• Take forward the communication problems between NHS England and practices around payments and year end processes</li> <li>• Write out to practices acknowledging all the pressures they are working under at the moment</li> </ul>	<p>IA/TM</p> <p>TM</p>	<p>Actioned. Oral update to April meeting</p> <p>Oral update to April meeting</p>