

ACTION/MATTERS ARISING FROM THE MEETINGS OF THE NHS SHEFFIELD CLINICAL COMMISSIONING GROUP GOVERNING BODY HELD IN PUBLIC ON 7 and 21 MAY 2015

Minute	Item	Action to Take	Lead	Confirmation of action taken / still to take
67/15 80/15(e)	2014/15 Finance Report	<ul style="list-style-type: none"> Work with Local Authority colleagues on proposals for an approach to utilising our public buildings in the longer term and present to Governing Body in June 	TF	On forward planner
68/15 80/15(f)	Month 11 Quality and Outcomes Report: NHS111 Performance Measures	<ul style="list-style-type: none"> Explore what data was available regarding where people were directed to when they rang 111, including how many were directed to the ambulance services, etc, and include this as a specific focus area in a future report to Governing Body 	RG	Ongoing and to include in June Quality and Performance Report
69/15 80/15(g)	Serious Incident (SI) Report	<ul style="list-style-type: none"> Review our internal SI Policy once the national work on the revised SI and Never Events Policies is completed 	KeC	To go to Quality Assurance Committee once national work concluded
70/15 80/15(h)	Equality and Diversity Report	<ul style="list-style-type: none"> Ensure that invited attendees to Governing Body meetings were included in the briefing that had been sent round 	TF (CRH)	Emailed 8.5.15
82/15	NHS Sheffield CCG Draft Annual Report for 2014/15	<ul style="list-style-type: none"> Any further comments on the content to be sent to the communications team within the next few days Speak to the auditors about what we could include in the remuneration report 	All JN	Complete Complete
84/15	NHS Sheffield CCG Governing Body Assurance Framework (GBAF) Refresh 2015/16	<ul style="list-style-type: none"> Change the initials of ZK to ZM 	TF	Complete
85/15	How Health and Social Care Services Should Look in Sheffield in 2020: Developing a Sheffield View in Partnership	<ul style="list-style-type: none"> Raise with SCC colleagues about presenting the paper to the full Council 	MW	Oral update to June meeting
88/15	Month 12 Quality and Outcomes Report	<ul style="list-style-type: none"> Quantify which Quality Premium targets we have achieved and how much money we will receive. 	RG	Ongoing

96/15	Adoption of Audited NHS Sheffield CCG Financial Accounts for 2014/15	<ul style="list-style-type: none"> • Sign the Letter of Management Representations on behalf of Governing Body. 	IG/TM	Complete
98/15	Proposed Changes to the NHS Sheffield CCG Constitution	<ul style="list-style-type: none"> • Review how to carry out the vote in future • Write to NHS England asking for their approval of the proposed changes, and, once confirmed, write out to members with confirmation of date they take effect from 	TF TF	Ongoing Application being sent to NHSE on 1 June. Response expected within the next few weeks following that