

ACTION/MATTERS ARISING FROM THE MEETINGS OF THE GOVERNING BODY HELD IN PUBLIC ON 25 MAY 2017

Minute	Item	Action to Take	Lead	Confirmation of action taken / still to take
56/17 – a)	Review of Governing Body Committees and Sub Committees Terms of Reference (ToR)	<ul style="list-style-type: none"> Take forward the proposal that the Strategic Public Experience Engagement Equality Group (SPEEEG) be established as a committee of Governing Body 	ND/EN	Paper to 6 July public session
56/17 – b)	Mental Health (minutes 11/17 and 26/17(h) refer)	<ul style="list-style-type: none"> Circulate the process for how both the QIA and EIA will be dealt with 	PM	<p>QIA process is currently being fully agreed, which when complete will be rolled out across the MH Transformation Programme within the next 4-6 weeks. Jim Millns to lead with support from Penny Brooks and Liz Lightbown (SHSC Chief Nurse).</p> <p>Completion of an EIA has been factored into all delivery action plans.</p>
56/17 – c)	Future Child Health Service Model (Acutely Unwell Child) (minute 28/17 refers)	<ul style="list-style-type: none"> A timetable for review was available and would be circulated Governing Body Members 	AT for BH	Complete - time-line circulated by email w/c 26/06/17.
56/17 – f)	Improvement and Assessment Indicator relating to people with diabetes diagnosed less than a year ago who attend a structured education course (minute 34/17(i)(c) refers)	<ul style="list-style-type: none"> Briefing to be circulated to Governing Body Members 	AT for BH	Complete - circulated by email w/c 26/06/17.

56/17 – f)	As above	<ul style="list-style-type: none"> Monthly finance report to Governing Body public session would include an update on additional funding coming to the CCG and how it was being deployed. 	JN	Included within M2 report available for ^ July meeting
58/17	Adoption of NHS Sheffield CCG Audited Financial Accounts for 2016/17	<ul style="list-style-type: none"> Raise with NHSE nationally issue raised by external auditors in relation to verification of payments by third party payment agency 	JN	Complete – e-mail sent 25 June
61/17	Revised Terms of Reference for Joint Committee of Clinical Commissioning Groups	<ul style="list-style-type: none"> Circulate revised ToR which received on 25 May 2017 and which were referred to in meeting discussions 	JN	Complete – circulated 5 June
61/17	Revised Terms of Reference for Joint Committee of Clinical Commissioning Groups	<ul style="list-style-type: none"> Provide an update on the STP wide strategic review of hospital services which is due to report by the end of 2017. 	MR	January/February 2018
62/17 – b)	Presentation from Medicines Management Team on 2016/17 and 2017/18 QIPP Plans	<ul style="list-style-type: none"> Provide an update on possible CCG policy re prescribing of certain drugs/devices by GPs 	ZM	Initial proposals to private session 6 July meeting
63/17 – i)	Quality and Outcomes Report	<ul style="list-style-type: none"> Clostridium Difficile (C.Diff): As Sheffield was above its target in 2016/17 situation to continue to be closely monitored an update to be given in the next report. 	PB	To be included in next report to Governing Body
63/17 – i)	Quality and Outcomes Report	<ul style="list-style-type: none"> Prevent Training: A training session for GPs, who had a duty to attend, had been arranged for 11 July. The Chief Nurse to ensure that a reminder was sent out to all GPs. 	PB	Complete – reminder sent.
64/17	Update on Commissioning for Social Value Action Plan	<ul style="list-style-type: none"> Plan to be reviewed and discussed by Senior Management Team (SMT) and then come back to Governing Body in September. 	MR	September meeting