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ACTION/MATTERS ARISING FROM THE MEETING OF THE GOVERNING BODY HELD IN PUBLIC ON 2 FEBRUARY 2017

Minute	Item	Action to Take	Lead	Confirmation of action taken / still to take
139/16 149/16(e) 07/17(c)	Briefing Note regarding Domiciliary Care Providers in the City	• Follow up with SCC's Director of Adult Services with the aim of circulating a briefing note to members, prior to the next Governing Body meeting in public in April, relating to the lack of domiciliary care providers in the city including how SCC would tackle this issue on a short and medium term basis and how this market could be reinvigorated	**PM/PH**	In progress. Update to be given to April meeting
	Community / Independent Sector Support	• Future updates to Governing Body on whether we were starting to achieve our ambition of moving services from the hospital to the community / provide examples to Governing Body of measuring success and where we had truly shifted resources as part of our commissioning	**PM** **MP**	Ongoing Ongoing
152/16 07/17(d)	Update on Winter and Urgent Care	• Present an update on the impact of the six key focus areas against their metrics - to the next meeting or circulated to members separately	**PM**	Update to Governing Body in April
156/16(f) 07/17(e)	Improving Access to Psychological Therapies (IAPT)	• Update report on mental health services to be presented in public in April	**PM**	Update to Governing Body in April
160/16 07/17(f)	Feedback from West Locality Meeting 1 February 2017	• Update to be given at the next meeting on the response from the CCG's elective care team to the letter from the West Locality expressing their frustration on the lack of pace of delivering gynaecology services from the hospitals into the community and discuss as to how this could be moved on at pace	**RD** **MP/MR**	Update circulated by email 10.3.17 Update circulated by email 10.3.17

09/17	Review of Governing Body Committees and Sub Committees Terms of Reference (ToR)	• Discuss how to take forward the proposal that the Strategic Public Experience Engagement Equality Group (SPEEEG) be established as a committee or sub-committee of Governing Body • Proposal then to be presented for Governing Body to recommend to Member practices and NHS England for approval (as part of changes to the CCG Constitution)	**MR/EN** **JN**	Ongoing Proposal dependent on the outcome of the above
10/17	Operational Plan and Commissioning Intentions 2017/18 and 2018/19	• Meet to discuss suggested amendments / rephrasing to the wording in certain sections • Discussi with external designers / printers in relation to a brief / executive summary of the Shaping Sheffield plan, for completion by the end of March	**MP/JR** **EN**	Meeting took place on 16.2.17 Draft underway and to be completed we 24.3.17. SCC has agreed to provide design input
11/17	2017/18 Initial Budgets	• Arrange a workshop for Governing Body members on how to interpret a financial paper • Look into Sheffield Council's approach to describing financial information • Take forward outside of the meeting the suggestion to have a proper Quality Impact Assessment (EIA) on the 2017/18 QIPP with Sheffield Health and Social Care NHS Foundation Trust (SHSCFT) • Brief Ms Forrest fully on the discussions relating to mental health funding, outside of the meeting • Circulate the summary of NHS Clinical Commissioners (NHSCC) high profile media campaign relating to the problems in budgeting and commissioning services	**JN** **EN** **PM** **PM** **TM**	Arranged for the afternoon of 23.3.17 Complete Assistant Director of Contracting preparing. Oral update to next meeting Clinical Director for Mental Health arranging to meet Ms Forrest Emailed 28.3.17
13/17	Update on Quality, Innovation, Productivity and Prevention (QIPP) Plan for 2016/17	• Take legal advice as to how best we can optimise the void space in the primary care Local Improvement Finance Trust (LIFT) buildings under the terms of the lease arrangements	**MP**	Legal advice being sought

14/17(a)	Referral to Treatment (RTT) Waiting Times for Non Urgent Consultant-Led Treatment	• Seek clarity as to whether the waiting times for oral surgery included children, especially as Sheffield children had the highest prevalence of tooth decay in the country.	**MP**	Update circulated by email 10.3.17
14/17(b)	A&E Maximum 4 Hour Wait	• Report on the three 12 hour trolley wait breaches within A&E in the next report	**PM**	Senior Commissioning Manager for Urgent Care preparing