

ACTIONS / MATTERS ARISING FROM THE MEETINGS OF THE GOVERNING BODY HELD IN PUBLIC UP TO 4 MARCH 2021

MINUTE	ITEM	ACTION TO TAKE	LEAD	CONFIRMATION OF ACTION TAKEN/STILL TO TAKE	OPEN / RECOMMENDED FOR CLOSURE
ACTION/MATTERS ARISING FROM THE MEETING OF 7 NOVEMBER 2019					
122/19	Public Question – to be answered more fully with regard to current levels of vacancies and agency staffing within provider services	The Accountable Officer suggested that it would be useful for the partnership to work collectively together and for the Workforce Leads to try and get to the heart of the question so that can produce a Sheffield wide report to provide a flavour of vacancy rates across all of the sectors. Agency staffing is more complex and includes capped figures on what can be spent which can mask workforce gaps. Mr Hughes to raise at the Accountable Care Partnership (ACP) Workforce Group.	Mr Hughes	<p>Update 27.08.20: The information in relation to the workforce group of the ACP is now starting to reconvene so the issues around agency spend and vacancy will be picked up through that work and will be reported at a future Governing Body</p> <p>Update 0-5.03.20, 07.05.20, 18.06.20: the work to produce a consolidated report of vacancy rates across all of the sectors in the Accountable Care Partnership (ACP) has been paused in light of the current situation.</p> <p>Update 05.11.20,14.01.21, 24.02.21 and 04.03.21: Issues around agency spend and vacancies to be picked up through the ACP Working Group, which is still paused and will be for the near future, but will be reported to a future Governing Body</p>	Open

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ACTION/MATTERS ARISING FROM THE MEETING OF 5 NOVEMBER 2020					
137/20	NHS Sheffield CCG Revised Operational Plan, including Commissioning Intentions (CIs)	New action 14.01.21: Discuss with colleagues in the service about providing an update as part of a patient story at a future Governing Body meeting and to find a good exemplar as to where practice had changed and the positive impact it had had on the patient and then speak to the Associate Director of Corporate Services about when it would be appropriate to do this	Mr MacIlwraith / Ms Buchan	Update 04.03.21: Oral update to be given at 6 May Governing Body meeting	Open
ACTION/MATTERS ARISING FROM THE MEETING OF 14 JANUARY 2021					
15/21	The Impact on Health and Wellbeing in Sheffield of the Covid-19 Pandemic and Subsequent Societal Response to it	Respond to the Chair of Healthwatch via the CCG about dental health and clear information they could pass on to people New action 04.03.21: Director of Public Health to follow up with Dr Rutter and an update given at the next meeting	Ms Rutter to respond to Ms Robinson via the CCG Director of Public Health	Update 30.03.21: will be closed by the time of the 6 May Governing Body meeting	Recommended for closure
ACTION/MATTERS ARISING FROM THE MEETING OF 4 MARCH 2021					
28/21	Patient Story	Chief Nurse and Deputy Director of Communications, Engagement and Equality to meet to discuss how we engage with our commissioned providers and how we utilise and share this story with Director groups across the city	Mr Windle / Ms Ettridge	Completed	Recommended for closure

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		Review the story at the next Quality Assurance Committee (QAC) meeting	Ms Thorley	To be scheduled on QAC agenda	Recommended for closure
		Pass Governing Body's thanks to those involved in the video and to communicate it in the best way appropriate for those receiving the message	Mr Windle	Completed. The Director of Commissioning Development sent a signed message of thanks	Recommended for closure
30/21	Review of Quality Assurance Committee Terms of Reference	Change the inaccuracy relating to reference to an Associate Director of Commissioning to a Commissioning Representative and work with the Director of Commissioning Development to seek a nominated individual to undertake this role	Mr Windle / Ms Buchan	Completed	Recommended for closure
32/21	Mental Health Investment Standards Statement of Compliance 2019/20	Sign the management representation letter on Governing Body's behalf	Ms Smith	Completed and documents published on the website	Recommended for closure
36/21	Month 10 Performance and Delivery Report	Meet with the Chief Nurse to discuss disability and additional needs in more detail as this doesn't appear to be happening in outpatients and accident and emergency	Ms Thorley	Not yet completed	Open
40/21	Chair's Report	The year in the first paragraph to read February 2021 rather than 2020	Ms Henderson	Completed and revised report published on the website	Recommended for closure