

## BNSSG CCG Primary Care Commissioning Committee (open session) - Action Log

Meeting Date & Item No.	Ref.	Action Point	Owner	Timescale	Update/Comments	Status
26-Mar-19 Item 9	85	<u>Primary Care Finance Report</u> In respect of locum expenditure NHSE have advised that current expenditure levels reflect the underlying demand and should be considered recurrent. RK asked JC if she would take this forward for a further NHSE response and JC agreed.	Jon Lund	Apr-19	July update - RA noted this action related to a letter sent from the CCG partway through last year which flagged the underlying deficit inherited by the CCG when it took on delegated commissioning. This was largely in respect of the change in reimbursements for locum expenditure. RA confirmed the letter had been resent to the new Director of Finance for NHSE and that a response had been received from Jenny Collins confirming this was being reviewed by the Finance Team and that a formal response would be shared with the CCG. Action to remain open	Open
25-Jun-19 Item 5	99	<u>An Evaluation of a Centralised Repeat Prescription Management Hub in North Somerset</u> DC agreed a safety net was needed in respect of the gain share and that this would need further thinking and discussion with JL and ST.	Lisa Manson	Sep-19	Discussions have taken place, with JL, Dave Jarrett and Practice manager leads from each area. July update - It was noted LM would be assigned as the lead for this action and that it should remain open. LM confirmed she would bring an update to the next meeting.  Jon Lund preparing paper for Strategic Finance Committee	Open
25-Jun-19 Item 9	105	<u>Primary Care Quality Report</u> It was agreed BJ would engage with practices further around incident reporting	Bridget James	Sep-19	July update - AM noted the guidelines around incident reporting had now been drafted and would be shared with Area Leadership Groups. AM queried if a further timeline was known. BJ confirmed some initial feedback had been received with more due in August and that the guidelines would then be shared with practices in September. A further update would come to the committee in the September report.	Open
30-Jul-19 Item 2	110	ML would need to complete a CCG Declarations of Interest Form	Laura Davey	Sep-19	Emailed form via ML's PA. Completed form not yet received	Open
30-Jul-19 Item 3	111	Amendments to minutes of last meeting to be made	Laura Davey	Sep-19	Complete	Closed

30-Jul-19 Item 5	112	<u>Chairs Report</u> JB to produce a written report on the Long Term Plan in relation to Primary Care. It was requested the report also detail how the CCG was positioned to respond to the requirements set out in the Long Term Plan.	Jenny Bowker	Sep-19		Open
30-Jul-19 Item 6	113	<u>Estates Strategy</u> TJ to raise at the STP Estates Group meeting - opportunities to pool resources across the STP to assist with business case development work	Tim James	Sep-19		Open
30-Jul-19 Item 12	114	<u>Primary Care Finance Report</u> Delegated commissioning to be added as an item for discussion at the August Seminar Meeting	Laura Davey	Aug-19		Open
30-Jul-19 Item 12	115	<u>Primary Care Finance Report</u> RA to draft a paper for the 'Delegated commissioning' discussion at the August seminar that detailed the the CCGs recurrent and non-recurrent commitments over the next 5 years to support the discussion.	Rob Ayerst	Aug-19	Complete - shared at the August seminar	Open
30-Jul-19 Item 12	116	<u>Primary Care Finance Report</u> LM noted she would ask the Lead Director of Primary Care from NHSE if he or one of his senior team would attend the August seminar.	Lisa Manson	Aug-19	Complete - Nikki Holmes attended the August seminar	Open
30-Jul-19 Item 13	117	<u>Primary Care Quality Report</u> it was asked that more specific detail on the actions and next steps be given in the next report.	Bridget James	Sep-19		Open
30-Jul-19 Item 13	118	<u>Primary Care Quality Report</u> A further report on Dementia to be shared at a future meeting	Bridget James	Oct-19		Open
30-Jul-19 Item 13	119	<u>Primary Care Quality Report</u> complaints data for Quarter 1 and Quarter 4 to be requested for inclusion in the next report.	Bridget James	Sep-19		Open