

# Thurrock Clinical Commissioning Group

<b>Meeting title: Board Meeting Part 1</b>	<b>Date: 25<sup>th</sup> March 2015</b>
<b>Time: 9.30am</b>	<b>Venue: High House</b>

## Action log

Action No	Action captured	Owner	Timescale
1.	<b>Policies</b> - Access to Information Policy – Page 16 – Names to be completed where required. Information Lifecycle Management Policy, Procedure and Strategy – Page 9 – Names of the Summary of Changes (item 7.2) not correct.	N Meeks	22 <sup>nd</sup> April 2015
2.	<b>Operational Plan 2015/16</b> - Ms L Buckland stated that NHS England are not following the local governance process. Mr A Olarinde confirmed that he will raise this with NHS England	A Olarinde	22 <sup>nd</sup> April 2015
3.	<b>Better Care Fund</b> - Ms L Buckland asked if the CCG Seal is required for the signing of the Section 75 agreement. Mr A Olarinde confirmed that he will establish this and confirm.	A Olarinde	22 <sup>nd</sup> April 2015
4.	<b>Quality</b> - Ms K James confirmed that following a visit to BTUH it was noted that originally there was a notice board in the A&E department that showed the actual staffing scheduled and actual staff on each shift. They have now taken away the scheduled figures for the staff they are meant to have and just show the actual number that are on shift.	J Foster-Taylor	22 <sup>nd</sup> April 2015
5.	<b>Implementation of Nurse &amp; Midwifery Revalidation</b> - Dr R Mohile declared an interest as a GP appraiser. Dr R Mohile to discuss GP appraisals at the Quality & Governance Committee.	R Mohile	22 <sup>nd</sup> April 2015
6.	<b>Operational Plan</b> - It was discussed for the charts in the plan to be changed to Purple as Red looks negative.	J Joses	22 <sup>nd</sup> April 2015

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7.	<p><b>AOB</b> - Ms M Ansell confirmed that she would discuss with Ms M Tompkins, Head of Medicines Management.</p> <p><i>Action update: Ms M Ansell met with Ms M Tompkins and Dr P Martin on the 25<sup>th</sup> March 2015. It was agreed that any exceptional medicine patients would be discussed in the first instance at any Medicines Management Meetings as Ms M Tompkins and Dr P Martin had the authority to deal with appropriately. If they felt that this needed to be presented to the IFR panel they would send through.</i></p>	M Ansell	22 <sup>nd</sup> April 2015
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**Carry Forward**

Item No	Carry Forward Item	Owner	Time Scale
1.	<p><b>QIPP</b> – Mr M Tebbs to present the changes of the SPR to the CRG – Action outstanding, this will be presented at the May meeting.</p>	MTebbs	22 <sup>nd</sup> April 2015
2.	<p><b>CRG</b> – Ms J Joses, information to communicated along with a map of the area for the new hubs – Action outstanding, this will be presented to the May CRG.</p>	J Joses	22 <sup>nd</sup> April 2015
3.	<p><b>Policies</b> – MR A Olarinde to confirm with IT the safety of sending secure emails to non-NHS.net accounts. Mr A Olarinde confirmed that an email has been circulated, the CSU have concerns and this is still being reviewed. Action open.</p>	A Olarinde	22 <sup>nd</sup> April 2015