PRIMARY CARE CO-COMMISSIONING COMMITTEE IN COMMON

ACTION LOG

Action No.	Date of Meeting	Item No.	Agenda Item	Action	Responsible Member	Update	Link to document (If applicable)	Due Date	Status
24	22/01/2018	1	Welcome, Apologies and Quoracy, Conflicts of Interest / Declarations of Interest	AT to request from Clinical Chair of Slough CCG advice of SH's replacement for the Panel.	AT	Contact details provided by Comms and engagement team - Chair will contact and make introductions		16/03/2018	
25	22/01/2018	2	Minutes of PCCC CiC – November 2017	WT/AT to come together with ideas for future Clinical Representation for this meeting.	WT / AT	Under consideration by Clinical Chair, AO and Medical Director		Apr-18	
26	22/01/2018	3	Primary Care Risk Register	The team to go through the Risk Register exhaustively, actions and dates to be checked and implemented.	AT	Risk register review completed	Available in PCC papers	Mar-18	
27	22/01/2018	4	Primary Care Operational Group (PCOG) Report - Terms of Reference for PC Premises Group	AT to have a conversation and need to speak to Lalitha and John re Lay capacity. Confirmation due before the next PCCC CiC (March).	AT	Agreed with JL no routine requirement for lay executive input into the PC premises group. This should be accessed as required.	TOR updated	Feb-18	
28	22/01/2018	5	Primary Care Finance Report	A more enhanced paper to give more detail to changes, and governance around how we have engaged as commissioners to our providers. Details of what the proposals are and what the reset budget looks like, potential reserves being moved and what the planned started budget for next year looks like. It would be very helpful for the Committee to understand the rationale behind these decisions.	DF	Development of more detailed report through PCOG underway		Apr-18	