




Ref	Min Ref	Meeting date	Action title and description	Owner	Due Date	Status	Progress Update
2	Item 13	18 January 2024	Learning Event Learning event following the Withnell Health Centre outcome to be arranged and built into the Committee's workplan.	P Tinson/ N Greaves/ D Atkinson	End of March 2025		Contract now signed – PT & CH attend the practice and will assess the learning piece. Update 03.03.24: Event to be arranged after provider is secured and mobilised to ensure event encapsulates entirety of process. Update 29.08.24: The decision in respect of the appointment of the contract for Withnell Health Centre that was taken in a Part 2 meeting has now been publicly shared. Update 20.12.24: It was agreed this would be brought to a future meeting no later than the end of March 2025.
3	PCCC/ 23/24	29 August 2024	Options Appraisal for the Special Allocation Scheme Further due diligence to be undertaken on the staffing model of Compass Medical Practice.	Peter Tinson (Sarah Danson)	10.10.24		Update for 10.10.24: this would be included in the paper being brought to the extraordinary meeting on 25 November. Update for 20.12.24: the Special Allocation Scheme Contract Extension paper was brought to the meeting on 25.11.24. A timeline would be prepared to be

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							presented to the committee in January along with the most suitable provider process, associated financial documentation and the financial envelope for sign off. The process would take until March to determine who was the most suitable provider then the contract award would need to come back to committee for sign off.
4	PCCC/ 06/25	16 January 2025	General Practice Quality Contract (GPQC) 2024/25 update It was agreed that the report would be amended to ensure the points of accuracy were clarified and a key was added for the data in the tables. This version would replace the current version on the website.	Donna Roberts	ASAP		
5	PCCC/ 07/25	16 January 2025	PC Integrated Performance Report The Chair asked for the governance team to review and update the summary schematic showing which Committees have an interest/assurance role on which indicators in the dashboard as there were inaccuracies. This would need to be reviewed again given there would be a review of governance and committees underway across the ICB.	S Mattocks / P Tinson	Next meeting date TBC		

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6	PCCC /07/25	16 January 2025	PC Integrated Performance Report The Committee asked that a consistent approach be adopted to that introduced in Quality Committee, so that a cover report in a triple A format be offered to accompany the report and quickly draw out areas of alert/advice/assurance for committee attention and review against their responsibilities.	P Tinson	13 February 2025		
7	PCCC / 08/25	16 January 2025	Group Escalation & Assurance Report Members discussed that a review against the delegations from the Committee to the sub-groups had been completed recently and asked for it to be repeated and recommendations come to the next meeting, to support efficiency and reflect the changing context of the ICB and increased maturity of the sub-groups. Membership of sub-groups may need to be considered.	P Tinson	13 February 2025		Session took place on 31 January and a paper would be presented at the February meeting.

Committee to Committee actions

Ref	Action to and from Board and other Committee	Committee referred from	Owner	Due date	Status	Progress Update
1/QC- PCCC	<p>Patient Safety Incident Response Framework (PSIRF) At the ICB Quality Committee meeting held on 18 December 2024, discussion was held around the Patient Safety Incident Response Framework (PSIRF), and that there was not sufficient capacity or expertise to deliver this systematically across the primary care function at this time, recognising that this was not included in the national contract. The Quality Committee asked that the Primary Care Commissioning Committee and team raise with regional and national colleagues, the issue of the PSIRF not being included in the contract.</p>	Quality Committee (18 December 2024) referred to Primary Care Commissioning Committee.	Peter Tinson	13 February 2025		Inclusion in the GP newsletter will raise awareness and increase uptake. It would also be flagged with NHSE.
2/PCCC- PC	<p>PC Integrated Performance Report (performance as at December 2024) The issue around General Practitioner appointments per General Practitioner FTE to be picked up with People Committee.</p>	Primary Care Commissioning Committee (16 January 2025) referred to People Committee	TBC	TBC	