

Action Log – Primary Care Commissioning Committee – 14 March 2024 - PART 1

Date of Meeting	Name	Action	Done (✓)	Timescale	Links to other Committees
8 June 2023 14 September 2023 10 August 2023 14 September 2023	Debra Atkinson/ Peter Tinson/ Louise Talbot	Committee Membership/Regular Participants <ul style="list-style-type: none"> • Membership <ul style="list-style-type: none"> - Head of Delivery Assurance – currently vacant. Update 04.03.24: The post is again being considered via the internal establishment process. • Regular Participants: <ul style="list-style-type: none"> - Clinical Advisor for Ophthalmic Services Update 04.03.24: Future role requirements being reviewed prior to end of March 2024. 		April 2024	-
14 December 2023	Peter Tinson	Provider Selection Regime (PSR) Consideration to be given to holding a development session post January 2024 on the application of the PSR. Update 04.03.24: Briefing provided and to be followed up with a further development session. Update 23.03.24: Awaiting dates from Shared Business Services (SBS) for May and June 2024.		End June 2024	
18 January 2024	Peter Tinson / Neil Gregory / Deb Atkinson	Learning Event Learning event following the Withnell Health Centre outcome to be arranged and built into the Committee's workplan. Update 03.03.24: Event to be arranged after provider is secured and mobilised to ensure event encapsulates entirety of process.		TBC	-
08 February 2024	Peter Tinson	Items for the Risk Register The outcomes from the internal audit on the ICB's primary care commissioning arrangements to be included on the risk register.	Propose to close (✓)	March 2024	-

		Update 04.03.24: Inclusion on the risk register is pending completion of agreed process to share outcome of associated workshop with attendees, receive further feedback from attendees and other stakeholders and develop proposed improvement framework. Related paper on March agenda.			
08 February 2024	Viv Prentice	<p>Item Referred to Other Committees The Terms of Reference for the Finance & Performance Committee were likely to be reviewed and re-shaped. If this is the case, this Committee would need clarity and assurance to understand where areas of concern were being discussed.</p> <p>Update 07.03.24: Informed Finance & Performance Committee Administrator who will liaise with the Committee Chair.</p>		TBC	Finance & Performance Committee
14 March 2024	John Gaskins	<p>A performance element to be introduced to the finance report that looks at spend and performance against contracts.</p> <p>Update: Meeting being arranged between Debbie Corcoran, Ian Cherry and John Gaskins to discuss further.</p>		TBC	
14 March 2023	Peter Tinson	<p>Primary Care Monitoring and Reporting Framework Update There is a request for clarity and assurance regarding respective ICB committee responsibilities and arrangements for reviewing and responding to primary care performance metrics which was described as a 'performance framework'.</p> <p>Update: A update on the initial development of a performance framework would be presented to the Part 2 meeting in April 2024.</p>		April 2024	