

West Norfolk Joint Primary Care Co-Commissioning Committee Action Log PART ONE Open

Ref	Date Raised / Meeting Date	Item Ref.	Lead(s)	Action	Deadline	Progress / Update	Status
1	24.3.17	17.26	Chris Randall (WNCCG)	Clinical Waste: Provide more information on back up provision for collections	26.5.17	<p>8.5.17 The contract has been awarded for a four year period of time only, with break clauses at the end of each contract year .</p> <p>26.5.17 CR to obtain more information on a) back up provisions for collections b) performance monitoring procedures and c) clarity on two way/one way break clause at end of each year</p> <p>29.6.17 CR awaiting more information on a) back up provisions for collections b) performance monitoring procedures and c) clarity on two way/one way break clause at end of each year. Any information received before the next PCCC should be circulated to members. Action to remain on log.</p> <p>18.8.17 CR reported that a period of sick leave has delayed completion of this action and that information received will be circulated to members outside the meeting. EHM commented that recent discussions with NHS England have revealed items for recharge to be received in due course. Action to remain on log.</p>	In progress
2	26.5.17	17.45	Steve Lloyd (WNCCG)	WNCCG to compile and submit a Contract spreadsheet, applicable to the PCCC.	29.6.17	<p>29.6.17 Discussions with NHS England awaited Mid-Aug to identify what other contracts they hold, using due diligence information provided as a baseline. Noted that many of these contract may apply to larger geographical areas and be beyond WNPPCC control. Action to remain on log.</p> <p>18.8.17 SL reported that discussions were still ongoing with NHS England to identify which contracts should be included in any WNCCG Contract spreadsheet. EKM commented that this process of identification is unlikely to be completed before December 2017. Action to remain on log.</p>	In progress
3	29.6.17	17.63	Steve Lloyd (WNCCG)	Add risk around lack of locality control of Primary Care Contracts to corporate risk register	22.8.17	18.8.17 Action to remain on log	In progress
4	29.6.17	17.65	Steve Lloyd (WNCCG)	SL to populate a PCCC Risk Register and identify operational risks from the Corporate Risk Register relevant to the work of this committee.	22.8.17	18.8.17 Action to remain on log	In progress
5	18.8.17	17.82	Steve Lloyd (WNCCG)	WNCCG to provide baseline position on workforce to the Members at the next meeting	21.9.17		In progress

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6	18.8.17	17.82	Steve Lloyd (WNCCG)	WNCCG to prepare single page summary of PCCC risks for meetings	21.9.17		In progress
7	18.8.17	17.83	Emma Kriehn-Morris (WNCCG)	Additional column to finance report to display the yearly budget	21.9.17		In progress