

## Primary Care Commissioning Committee

<b>Date of meeting</b>		<b>24 October 2019</b>	
<b>Agenda Item</b>	<b>4</b>	<b>Paper No</b>	<b>PCCC19/075</b>

### Action Tracker

<b>Key issues</b>	<p>Attached is the Action Tracker, which is comprised from actions arising from previous meetings of the West Hampshire CCG Primary Care Commissioning Committee.</p> <p>Actions received as closed or completed at previous meetings are excluded and retained as a separate log.</p>
<b>Strategic objectives / perspectives</b>	<p>This paper addresses the following CCG strategic objectives:</p> <ul style="list-style-type: none"> <li>• Ensure safe and sustainable high quality services</li> <li>• Work in partnership to commission health and social care collaboratively</li> <li>• Establish local delivery systems</li> <li>• Ensure system financial sustainability</li> </ul> <p>This paper supports the above by ensuring that there is transparency/no conflict of interest in any decisions or recommendations made by the Committee.</p>
<b>Actions requested / Recommendation</b>	<b>The Primary Care Commissioning Committee is asked to receive an update on the open actions.</b>
<b>Principal risk(s) relating to this paper</b>	There are no risks relating to this paper.
<b>Other committees / groups where evidence supporting this paper has been considered</b>	Primary Care Steering Group
<b>Financial and resource implications / impact</b>	There are no financial implications arising from this paper.
<b>Legal implications / impact</b>	There are no legal implications arising from this paper.

<b>Data protection impact assessment required?</b>	Not applicable.
<b>Public / stakeholder involvement – activity taken or planned</b>	Not applicable.
<b>Equality and Diversity – implications / impact</b>	This paper does not request decisions that impact on equality and diversity.
<b>Report Author</b>	Terry Renshaw, Governance Manager
<b>Sponsoring Director</b>	Rachael King, Director of Commissioning, South West
<b>Date of paper</b>	17 October 2019

# West Hampshire Clinical Commissioning Group: Primary Care Commissioning Committee



## Action Tracker - October 2019

**Report Type:** Actions Report

**Report Author:** Terry Renshaw

**Generated on:** xxxx 2019 meeting updated xxxx 2019

<b>Rag Rating:</b>	Not Due	Not Started	Progressing	Complete
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Ref No.	Date of Meeting Issue Originally Raised	Minute Ref	Title	Summary of Action / Issue	Update Due	Assigned To	Progress report / Update	RAG Rating
39	27-Jun-19	5.3	2019-20 General Practice Work Plan : Cyber Security	Undertake a review on CCGs compliance with New Cyber-Security standards and report back to the Committee.	24.10.19	MF(Claire Parker)	<p><b>Update 08 Aug 19:</b> Action forwarded to Claire Parker.</p> <p><b>Update 19 Aug 19:</b> The deadline for cyber security standards is June 2021 so we still have some time to review full compliance. We will undertake a full review with our IT provider (SCWCSU) in due course, however currently other items are taking priority such as the GPIT Capital Programme and some of the earlier targets as detailed in that same presentation.</p> <p>Assurance can be provided as the CSU has achieved Cyber Essentials Plus accreditation - which is the highest status currently achievable.</p> <p><b>Update 29 Aug 19:</b> The Committee noted that as we currently stand the CSU are achieving the highest standard of cyber security which gives assurance and confidence in current position. The Committee should take assurance as current position we have is at the highest level possible. Quarterly updates on the GP IT Programme will come to Committee starting from next meeting. It was questioned, given the contract will be under procurement process, is there a sense that this may impact on CSU delivery of Cyber Security. It was responded that there is a paper on the F&amp;P agenda on GP Procurement. The process that is now in place regarding managing the wider CSU contract for GP IT which Mike Fulford leads on behalf of all HIOW CCGs means that we have good sight on what the service is currently delivering and pressure areas, as through that process will endeavour to ensure nothing slips. Part of the procurement process is ongoing risk mitigation throughout the process</p>	Amber
42	29-Aug-19	4.2.3	Communications / Briefings	To arrange to add lay members / Jim Smallwood to distribution lists for all communications e.g. In Practice / PCN communications / comms updates (media releases) etc., with specific request for Alison Rogers to be added to list for communications to PPGs (reference discussion in Part 2).	24.10.19	EM	<b>Update 04 Oct 19:</b> Action Complete. <b>Closed</b>	Green
43	29-Aug-19	5.3	Primary Care Strategy	To clarify when the final version of the Primary Care Strategy will be signed off.	24.10.19	RK	Update 14 Oct 19: Awaiting confirmation from HIOW STP	Amber
44	29-Aug-19	6.2	General Practice Forward View	To provide an update to the next meeting on the headlines regarding how PCNs are shaping up and what intelligence is telling us of how things are embedding in practice, to include an update on PCN organisational development / Clinical Director development.	24.10.19	RK	<b>Update 7 Oct 19:</b> Update regarding PCNs in GP Work Plan. <b>Complete.</b>	Green
45	29-Aug-19	6.2	General Practice Forward View: Risk Register - Engagement / Communications with key stakeholders	To discuss with Simeon Baker how might frame potential risk for the risk register in relation to PCNs being in their infancy, are critical to ICS development, to include how might share communications with stakeholders	24.10.19	EM/RK	Update 7 Oct 19: Risk register to be updated in relation to development of PCNs - to be actioned.	Amber
46	29-Aug-19	9.4	Risk Register: GP IT Support Out of Hours (Risk ID 484)	To confirm if there is now extended GP IT Support 24/7 (Out of Hours)	24.10.19	MF	<b>Update 04 Oct 19:</b> It is confirmed that this is not in place within the SLA. Review underway to confirm how risk will be mitigated.	Amber
47a)	29-Aug-19	10.2.2	Antimicrobial Prescribing: Link between secondary and primary care	To contact HHFT and UHSFT again to obtain data on antimicrobial prescribing in ED / to compare with primary care prescribing (to support / ensure same messages in secondary care).	24.10.19	NH	<b>Update 16 Oct 19:</b> Neil Hardy has again requested the data from HHFT and UHSFT and will continue to remind.	Amber
47b)	29-Aug-19	10.2.2	Antimicrobial Prescribing: Delayed prescriptions	To consider if it would be possible to determine how many delayed scripts are being issued and why this is being done e.g. when patients are being seen on a Friday in case they should deteriorate over the weekend.	24.10.19	NH	<b>Update 16 Oct 19:</b> Neil Hardy is raising the use of delayed / deferred prescriptions for antibiotics at the practice mid-year review meetings.	Amber

