

Mtg Date Min Ref:	Action	Owner	Comment	RAG
<b>27 November 2017</b>				
17:136	<b>A&amp;E &amp; Preparations for Winter</b> <ul style="list-style-type: none"> <li>To open a new Action that will recommend that 'flu promotion commences around April / May 2018 to proactively start promoting 'flu as a concern in anticipation of next winter.</li> </ul>	DR	Remain on the agenda as flu is circulating and there are issues as to how this has been addressed to highlight the importance. <b>26.3.18</b> – Excellent effort across the system regarding vaccination rates, all providers met the target in immunising 70% of staff and CCG figures are awaited. Discussions are ongoing re a more flexible system for staff to access the vaccine from a variety of settings. <b>4.6.18</b> : Agreed this needs to be a PL approach to ensure we are prepared and plans will be considered via the PL Quality Cttee to provide assurance. <b>23.7.18</b> : Campaign incorporated into the winter comms plan. Vanessa Morris is leading on this – an update would be emailed out to Members <b>JH</b>	
<b>22 January 2018</b>				
18:15	<b>A&amp;E Delivery Board Chair's Report – MH Act 1983 Code of Practice</b> <ul style="list-style-type: none"> <li>David Swift felt the Code of Practice recommendations did not provide assurance that the protocol is in place. He requested this should be presented to the statutory body.</li> </ul>	A Walker	A revised draft protocol has been signed off by the Mental Health Oversight Group at STP level. This now needs to go through the governance processes of all organisations for sign off and Alex Walker is leading on this for EL CCG. <b>4.6.18</b> : Alex Walker to provide an update via email <b>SM</b> <b>23.7.18</b> : This was to remain amber until ELHT have signed off the Protocol. <b>AW</b>	
<b>4 June 2018</b>				
18:74	<b>Committees in Common</b> ToR to be presented to the July GB meeting for ratification.	SM	The ToR required amendments and would be presented back to the CiC in August then to the September GB for ratification. <b>20.8.18</b> – Further minor amendments were suggested and following the amendments, the ToR are to be presented to the two GBs for ratification.	
<b>23 July 2018</b>				
18.111	<b>Sub Committee &amp; Stakeholder Minutes</b> <ul style="list-style-type: none"> <li>Proposed that the PL Partnership Leaders Forum minutes be included in the report.</li> </ul>	PH/MY	Clarity to be sought as to how the PL Partnership Leaders Forum minutes can be received.	
18.113	<b>NHS E – CCG Annual Assurance</b> <ul style="list-style-type: none"> <li>Details to be featured at the AGM in September.</li> </ul>	MY	Details included in the presentation to the AGM	

18.114	<b>Communications &amp; Engagement Strategy</b> <ul style="list-style-type: none"> <li>▪ Further discussion with Dionne Standbridge regarding the issues relating to separation and the suggestion for an MoU to be drawn up.</li> <li>▪ Further discussion at CiC for both CCGs to consider the separation issues.</li> </ul>	<b>DR</b>	<ul style="list-style-type: none"> <li>▪ Separation issues were considered at the CiC on 20.8.18. It was proposed that proposals be agreed at the Joint Executives meeting and a draft MoU be prepared and presented to the October meeting of the CiC for consideration.</li> </ul>	
18.115	<b>Final Pennine Plan</b> <ul style="list-style-type: none"> <li>▪ A request for the work of Community Connectors to be referenced under the heading of My Healthy Community.</li> <li>▪ Paragraph numbering to be reviewed under Section 6 (6.3 missing)</li> </ul>	<b>DA</b>	Dionne Standbridge notified of the amendments.	