

South West London Collaborative Commissioning – Joint Committee meeting in public

Action Points

Meeting Date	Minute reference	Action	Who	Update
14 May 2015	6.1	<u>Operating Model</u> London regional team to finalise Operating model	NHSE London regional team	Report to be provided to the Joint Committee meeting on 3 rd September 2015
14 May 2015	6.3	<u>Operating Model</u> NHSE London regional team to agree a version which reflects the Joint Committee's Terms of Reference	NHSE London regional team	
9 July 2015	3.1	<u>Minutes of the meeting held on 14 May 2015:</u> The entry on the attendance list for Marek Jarzembowski, to be amended to reflect representation across Merton, Sutton & Wandsworth Local Medical Committee (LMC).	Governance Lead	Completed.
9 July 2015	6.9	<u>Joint Committee Working Structure:</u> SWL team would be visiting each CCG to discuss Transforming Primary care over the next month, there was an opportunity for CCGs to identify any support they felt they needed in discussion of the option to move towards delegated commissioning. CCGs could include Patient and Public Involvement (PPI) on the list of issues to discuss if they wanted additional input.	CCGs and SWL CC programme team	Completed: Programme Team held a joint meeting (30 July) with all CCG board secretaries to discuss governance, timeline to delegated commissioning and general support issues. It has been agreed to continue to hold regular meetings to enable joint working.
9 July 2015	6.10	<u>Joint Committee Working Structure:</u> Clear link back to CCGs from the Working Groups to be established within the governance structure, with at least one voting member from the CCGs in membership. Also, where the work links need to be stronger across Working Groups or require local influence, that this should be prioritised within the work plans.	SWL CC programme team / Governance lead	Completed: Working Group membership has been reviewed and now includes appropriate links with the Joint Committee. Local influence highlighted in the work plans/agendas for all Working Groups
9 July 2015	6.12	<u>Joint Committee Working Structure:</u> SWL Programme team to review of the size and membership for the Working Groups.	SWL CC programme team / Governance lead	Completed: Working Group membership has been reviewed. Paper included on the agenda for 3 rd September 2015.

Paper 3
Croydon, Kingston, Merton, Richmond, Sutton, Wandsworth CCGs and NHS England

9 July 2015	9.7	<u>PMS Review</u> : Carol Varlaam asked the programme team to share the outputs from the finance seminar with the committee members.	SWL CC programme team	Completed: Outcomes shared at second finance seminar on 19 th August 2015 and by email to all Joint Committee members. QOF seminar now booked for 24 th September 2015 and information shared with all members of the Joint Committee.
9 July 2015	9.13	<u>PMS Review</u> : Healthwatch had investigated the views of local people on access to GP services and have identified a series of ways to improve services and this should be reflected into the PMS review. David Sturgeon advised that they will draw on a number of sources and including the national survey of patient's views.	NHSE London regional team	Completed: Reports requested and received from Healthwatch Sutton.
9 July 2015	9.15	<u>PMS Review</u> : David Sturgeon to review the timeline and to advise, where possible, of any extension available	NHSE London regional team	Paper to be tabled at the meeting on 3 rd September 2015
9 July 2015	11.17	<u>Quality & Performance Update</u> : The Quality Working Group are asked to advise on the content and format for future Quality reports	Governance lead	Completed: Progress report from NHS England on the agenda for 3 rd September 2015 Item also placed on the draft agenda for Quality & Prevention & Innovation (PMS) Working Group first meeting.
9 July 2015	12.2	<u>Finance Report</u> : Members asked that the finance report, reflects what the QIPP schemes were delivering against.	NHSE London regional team	To be included in the report.
9 July 2015	12.3	<u>Finance Report</u> : Members asked that the finance report, reflect locally enhanced services (LES) and the elements that that form part of the PMS service, to reflect a more accurate spend profile.	NHSE London regional team	To be included in the report.
9 July 2015	12.5	<u>Finance Report</u> : Members asked for the finance report to have a separate report on QIPP	NHSE London regional team	To be included as an appendix to the Finance Report.
9 July 2015	12.6	<u>Finance Report</u> : The various concerns and requests raised by members to be reviewed and discussed in the Finance Working Group in greater detail.	NHSE London regional team / Governance lead	This item was reviewed at the Finance Working Group meeting on 25 th August 2015.