

Matters Arising /Action Points from January 2013 Merton CCG governing body - for the March 2013 meeting -AUDIT TRA

Date	Item	Title and Action Required	Lead	MA or Action	Comments	Outcome
Sep-12	6.3	Revised organisation structure to the next meeting	EB	MA	See Chief Officer's report	ACTIONED
Sep-12	6.5	<u>Executive Management Team</u> MN noted that the terms of reference may be reviewed over time to strengthen governance around decision-making and providing assurance to the governing body with a clearer plan for delegation to EMT.	EB	Action	On the March 2013 governing body agenda for approval, then into the Constitution.	ACTIONED
Sep-12	6.8	Integrated Strategic Operating Plan Future documents to be more succinct and summary versions available for different audiences, including the general public.	SI	Action	On the March 2013 governing body agenda for approval	ACTIONED
Nov-12	6.1	Merton CCG Corporate Objectives and Board Assurance Framework Risks around governance and compliance needed to be added.	EB/JM	Action	South London CSU has provided interim support to the CCG to review risk registers and the Board Assurance Framework. The Risk Management Strategy is also being developed.	ACTIONED
Nov-12	6.4	i) Committee Terms of Reference Charitable Funds Committee – KMck advised that this Committee be joint across Sutton CCG and Merton CCG because funds were jointly held by Sutton and Merton PCT. The Terms of Reference would be changed to reflect this.	KMcK	Action	On the March governing body agenda	ACTIONED
Jan-13	5	CCG governing body meeting and papers to be available on a publically accessible website.	JM	Action	Governing body papers are now on the NHS SWL website. The Merton CCG website is under development.	ACTIONED
Jan-13	6.2	PSED Report MCsuggested two additions to the report: - a statement on how the CCGs, Merton in particular, would link into national work on equality and diversity work - a more explicit reference to the NHS SWL Report in respect of the workforce information.	WS	Action	Both areas have been included in the report, which has now been published on the website here: http://www.southwestlondon.nhs.uk/About/Equality/Pages/default.aspx . This fulfils our statutory requirements to publish by end of January.	ACTIONED

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Jan-13	6.3	Commissioning Intentions - The Merton Health and Wellbeing Strategy would be brought to the March meeting of the governing body. - The ISOP would be brought to the March governing body meeting for agreement. - ISOP - EB highlighted that Mental Health and Learning Disabilities services would be addressed separately in future.	VD SI SI	Action	MHWB Strategy - see March agenda ISOP – on the March 2013 governing body agenda ISPO - Commissioning Intentions updated to split the two services	ACTIONED
Jan-13	7.2	Performance Management Report EB advised that the Director of Quality would be working with the South London Commissioning Support Unit to develop an integrated quality report.	WT	Action	12.02.13 Merton Clinical Quality Committee agreed that a report covering Jan - March 2013 will be reviewed by the committee in April. It is proposed that an integrated report will be reviewed monthly by the Merton CQC and by MCCG Board meeting thereafter.	ACTIONED
Jan-13	7.3	Draft Merton CCG Operating Plan 2013/14 DPH leading on identification of local outcomes for the Plan. Governing body members and the Clinical Reference Group would be brought together to review the proposals.	EB	Action	On the March 2013 governing body agenda	ACTIONED
Jan-13	7.6	Communication and Engagement EB will contact the Merton Residents Healthcare Forum to discuss how they could be included in stakeholder engagement events.	EB/CG	Action	Clare Gummatt completed this action.	ACTIONED
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