

Clinical and Care Governance Committee
Section 1 – Action List

Meeting Date	Agenda Item	Action	Person(s) Responsible	Target Date	Current Status/Action Taken	Date Completed
12/08/2021	3	Minutes of the Previous Meeting – The format of future minutes will be agreed by the work undertaken by review of governance documentation. The Committee agreed for the Meetings to be recorded	ALL			
12/08/2021	6	Supporting Carers During Covid The Committee agreed a paper on Unpaid Carers Funding to be presented to the IJB	Kerry Willacy	November 2021	Following a discussion at the IJB pre meet it was agreed that this report will be brought back to CCG. On the Agenda for the 11 th November 2021.	11/11/2021
13/05/2021	4	Action List and Rolling Agenda Matrix – A paper on health inequalities will be brought to the next meeting presented by Valerie White/Lynsey Fitzpatrick	AWa	12/08/2021	Added to the Agenda for the meeting on the 12 th August This has been deferred to the next meeting due to current pressures (November 2021)	
13/05/2021	6	Realistic Medicine Update – GC asked for feedback to be shared with members following the redesign of Ophthalmology	AWa	Ongoing		
Completed Actions						
Meeting Date	Agenda Item	Action	Person(s) Responsible	Target Date	Current Status/Action Taken	Date Completed

12/12/2019	8	Working Well Programme Update – Natalie Morel to contact Third and Independent Sector representative to discuss how to capture their workforce	Natalie Morel	13/02/2020	Staff Support Service are working directly with the independent sector and will include updates on working well within the feedback provided by this service. Representation on the Working Well Group will be reviewed when the group is re-established as part of remobilisation	04/05/2021
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Section 2 Rolling Agenda Matrix

	Feb 2022	May 2022	August 2022	November 2022
Substantive Items	<ul style="list-style-type: none"> • Apologies of Previous Meeting • Any Other Business • Date of Next Meeting 	<ul style="list-style-type: none"> • Apologies of Previous Meeting • Any Other Business • Date of Next Meeting 	<ul style="list-style-type: none"> • Apologies of Previous Meeting • Any Other Business • Date of Next Meeting 	<ul style="list-style-type: none"> • Apologies of Previous Meeting • Any Other Business • Date of Next Meeting
Items for discussion			<ul style="list-style-type: none"> • Carers Update • Staff Support and Wellbeing 	<ul style="list-style-type: none"> • Complaints
Items from previous Agenda	<ul style="list-style-type: none"> • Health Inequalities – Valerie White/Lynsey Fitzpatrick 			
Outcomes for Discussion	<ul style="list-style-type: none"> • Outcome 1 • Outcome 2 	<ul style="list-style-type: none"> • Outcome 4 • Outcome 5 	<ul style="list-style-type: none"> • Outcome 6 • Outcome 8 	<ul style="list-style-type: none"> • Outcome 3 • Outcome 7