

Action Log: Governing Body Public Meetings

First added	Para ID	Description	Lead	Notes	Expected completion date	Days on log	Status
Jan-16	GB290116/010	The matter arising regarding sexual orientation on the Safeguarding Adults Policy coversheet (GB271115/078) to be followed up with Justin Dix outside the meeting.	CF	The standard policy template has been amended to ensure that the wording is consistent with that used by the equality and human rights commission		40	Recommended for closure
Jan-16	GB290116/011	Discuss the preparation of the Members' Statement of the Annual Report (GB271115/090) with Justin Dix outside the meeting	CF	Comms team are taking this forward through meetings with localities and follow up through locality chairs		40	Recommended for closure
Jan-16	GB290116/012	Include an action log after the minutes for ease of reference	MK	Action log now started		40	Recommended for closure
Jan-16	GB290116/030	East Elmbridge presentation on proposed changes	JE/VF	Added to agenda for March meeting		40	Recommended for closure
Jan-16	GB290116/043	Include a glossary in the papers	VF	Completed		40	Recommended for closure
Jan-16	GB290116/078	Provide more information about the Healios Pilot (referrals for support of carers)	EC	To be covered as a verbal update at the March meeting		40	Open
Jan-16	GB290116/083	Add SECAmb to agenda for March 2016 meeting as a specific item	EC	On March agenda		40	Recommended for closure
Jan-16	GB290116/084	Feedback on changes to management at CAMHS	EC/JB	To be covered as a verbal update at the March meeting		40	Open
Jan-16	GB290116/087	Final version of Operating Plan 2016/17 to Governing Body before submission to NHSE on 11/04/16	JB/MW	Added to agenda for March meeting		40	Recommended for closure
Jan-16	GB290116/093	The Operating Plan to be brought back to Governing Body on 18th March 2016	JB	Added to agenda for March meeting		40	Recommended for closure
Jan-16	GB290116/101	Consider where sound evidence base for quality falls when drafting Mission and Values in April	CF			40	Deferred to future meeting
Jan-16	GB290116/102	Amend terms of reference of the quality committee as minuted	VF	Further clarification being sought		40	Open
Jan-16	GB290116/113	Revisit Public Patient Engagement	RMcC	To be covered as a verbal update at the March meeting		40	Open
Jan-16	GB290116/114	Include report on proceedings at Governing Body seminars in future	VF	Added to agenda for March meeting		40	Recommended for closure
Jan-16	GB290116/124	Include points raised in women in clinical commissioning leadership roles paper in future leadership programmes	RMcC	To be covered as a verbal update at the March meeting		40	Open
Jan-16	GB290116/126	Update on stop smoking service in Surrey under matters arising	RH	To be covered as a verbal update at the March meeting		40	Open
Nov-15	GB271115/016	Supply breakdown of number of people receiving face to face and telephone counselling via IAPT	JB	To be covered as a verbal update at the March meeting		129	Open

Nov-15	GB271115/042	Agenda item on SECamb's governance and performance at next meeting of the GB	JB	Duplicates 290116/79 above		129	Recommended for closure
Nov-15	GB271115/077	Update references to sexual orientation on the cover of the Safeguarding Adults policy for gender re-assignment	JD	Completed in line with GB290116/10 above		129	Recommended for closure
Nov-15	GB271115/090	Arrange for the members' report for the Annual Report to be prepared	JD	Duplicates 290116/11 above		129	Recommended for closure