

Date	Name of meeting	Para ID	Issue	Description of action	Lead	Update or other notes	Expected completion date	Days on log	Closure date	Status
27/01/2017	GBP1	GBP1270117/105	Assurance Framework	Reword primary care objective for 2017/18	JD			111		Closed-Completed
27/01/2017	GBP1	GBP1270117/131	GB Meetings	Hold Governing Body meeting in Molesey Hospital	JD			111		Open
31/03/2017	GBP1	GBP1310317/023	SASH	It was agreed that Eileen Clark would pick up Roger Maine's complaint and look at SASH's patient survey results, re-admission data and complaints procedures.	EC			48		Open
31/03/2017	GBP1	GBP1310317/096	Joint quality committee meeting	Eileen Clark to set up a joint quality committee meeting with the other two Surrey Heartlands CCGs in the first quarter of 2017/18.	EC			48		Open
31/03/2017	GBP1	GBP1310317/145	Organisational Development	It was agreed to take OD to the May Seminar and to each Governing Body committee for further discussion and development.	CF/JD	On agenda		48		Recommended for closure