

Meeting Date where closed	Meeting date where raised	Agenda Number/Item	Action	By whom	Deadline	Completed	Update
18/12/2019	25/09/2019	2 Declarations of Interest	All present to liaise with NM to ensure that all entries on the register were correct and all fields completed.	All	31/10/2019	Completed	12/11/19- All incomplete info received.
18/12/2019	25/09/2019	8 SCC Integrated adult substance misuse treatment service	CinC to review co-operative agreement in December 2019. NM to add to workplan.	NM	31/10/2019	Completed	05/11/19- Attached to part II agenda due to confidential and commercially sensitive content.
28/05/2020	18/12/2019	2 Declarations of Interest	NM to update the register with amendments as per minutes for YV and JDB	NM	31/01/2020	Completed	05/01/2020- Register updated
28/05/2020	18/12/2019	7 Planning of 20/21 final year of Mental Health Five Year Forward View (FYFV) Deliverables	TM to provide clarity as follows: 1. relating to health checks: obtain details on performance trajectory; and review whether alternative methods of delivery could be reviewed, e.g. at care homes etc; 2. obtain update on specialist perinatal mental health service and with regards to 3. early intervention in psychosis	TM	31/01/2020	Completed	21/05/2020- 1. Performance of physical health checks for people with a severe mental illness (SMI) has increased from 3.4% in Q3 2018/19 to 20.6% in Q3 2019/20 but remains significantly below the 60% national standard. The SMI LCS for physical health checks in primary care has been extended to March 2021 to allow sufficient opportunity for a full evaluation of the current service. The next LCS review will take place in October 2020 and will determine if alternative methods of delivery should be pursued. 2. Perinatal- current Risk assessments of all patients are completed via a virtual Multi-Disciplinary Team on a regular basis with daily contact with high risk clients. Some feedback that there is less reliance on the service due to furloughed partners offering hands on support. Target achieved for 2019/2020. 3. The Early Intervention in Psychosis (a separate service from the Perinatal Service) is meeting the waiting standards as per Mental Health 5 Year Forward View. The service is working towards reaching Level 3 status (performing well) and recently invested in point of care testing kit to improve the physical health screening of patients.
30/09/2020	18/12/2019	7 Planning of 20/21 final year of Mental Health Five Year Forward View (FYFV) Deliverables	MT to obtain clarity as follows: - Provide details of performance in the performance reports going forward; - clarify RAG ratings in table in 2.1 and in table in 3.3; - clarity on section 2.1 of the report regarding MH investment across system; - downward trajectory of ES dementia diagnosis rates.	MT	31/01/2020	Completed	12/03/2020- We will be moving from reporting RAG status to Statistical Process Control charts which will identify more clearly where there are areas of concern or changes are within expected variation rates. Reporting on 2020/21 investment and performance against plan will be from April when 20/21 year has commenced, current year trajectories and targets will be reported until 19/20 year has ended. 28/05/2020- Confirmed that all actions had been resolved and clarified as the report has progressed. Deliverables had not yet been agreed but that these would be considered as forward plan progresses. MT agreed to provide an update on performance reporting at the next meeting. 22/09/2020- ICS Director of Performance confirmed that 'system' performance is reviewed as part of regular surveillance reportings distributed within the system. Mark as closed.
30/09/2020	18/12/2019	SCC: 8. Annual Procurement Forward Plan for Committee in Common – approval to procure Surrey led procurement projects	CC noted that the CAMHS procurement was for discussion at the meeting today under Part II so should be amended on the register to reflect the CinC discussions. RM agreed to change.	RM	31/01/2020	Completed	30/06/2020- Register updated
09/12/2020	30/09/2020	7. Terms of Reference	NM to amend ToRs as follows: Amend Independent Member for Surrey Heartlands CCGs to ensure clear; and amend section relating to teleconferencing/ virtual meetings as per the minutes.	NM	30/10/2020	Completed	15/10/2020- NM amended related sections.
09/12/2020	30/09/2020	7. Terms of Reference	NM to coordinate wider review of ToRs by all organisations involved and add to agenda for December.	NM	30/10/2020	Completed	15/10/2020- On agenda for meeting on 09/12/2020.
31/03/2021	09/12/2020	7. Terms of Reference	NM to incorporate the following areas: • Additional detail to describe distinctions between discussions versus decisions at CinC meetings, regardless of the individual delegations granted by each organisation with regards to decision-making. • Include note re mental health transformation funding to distinguish between specific delegations. • Review delegations where only applicable to a single organisation. • Include a caveat that subject to further review given the areas mentioned above, e.g. ICP Developments, the potential Mental Health Partnership Board etc.	NM	26/02/2021	Completed	01/03/2021- Areas incorporated into ToRs, where not already.
30/06/2021	31/03/2021	2 Declarations of Interest	NM to refresh Declarations register, considering the vaccination programme.	NM	30/04/2021	Completed	22/06/2021- Reminder sent to members regarding updating the DoI Register.
29/09/2021	30/06/2021	4. Minutes of the previous meeting	NM to amend 'TB' to 'TO' in the minutes with reference to declarations of interest.	NM	23/07/2021	Completed	06/07/2021- Minutes amended.
24/11/2021	29/09/2021	4. Declaration of Interest	CCu declared that she was no longer a Non-Executive Director of Surrey Choices. NM/DS to amend the Register.	DS	15/10/2021	Completed	16/11/2021- Registered amended with effective date Interest ceased 10 June 2021
24/11/2021	29/09/2021	7. Procurement of Better Care Fund Carers Services Part A	JNR agreed to confirm for this specific contract if the statutory changes of CCGs to ICBs would be covered and for any new contracts having effect from 01/04/2022 .	JNR	15/10/2021	Completed	15/11/2021- JNR confirmed that Procurement was checked with legal and as the changes have not been published yet, they do not know exactly what will be the required changes to contracts. The service specification was updated to reflect the changes: Clinical commissioning groups, known as CCGs, are commissioners of services for the NHS. In Surrey there are namely two CCGs: Surrey Heartlands CCG, and NHS Frimley CCG. Subject to legislation (Health and Care Bill) being agreed, it is expected that from 1 April 2022 the statutory functions of CCGs, including commissioning, will be conferred on Integrated Care Boards (ICBs); ICBs will be statutory organisations that bring the NHS together locally to improve population health and establish shared strategic priorities within the NHS, connecting to partnerships across the Integrated Care System. Providers are expected to manage any changes that may occur as the statutory duties of the CCGs are conferred to the ICBs in Surrey (Surrey Heartlands, and Frimley). Carer services are, and will remain, jointly commissioned with Surrey County Council.
24/11/2021	29/09/2021	8. Community connections services: contract extension	JL agreed to circulate the background report referenced within the report for information.	JL	15/10/2021	Completed	15/11/2021- JL confirmed the document has been circulated
22/06/2022	30/03/2022	4. Declaration of Interest	TS to amend the COI Register.	DS/TS	01/03/2022	Completed	
22/06/2022	30/03/2022	4. Declaration of Interest	TS/DS to discuss the information required for the COI register	DS/TS	02/03/2022	Completed	The COI for SCC now be adopted alongside the NHS register

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