

Meeting Date & Minute Number	Action	Person Responsible	Timescale / Deadline	RAG Status	Comment
2021 06 02 – 06a	Helen Philips to request information from Amanda Bloor re. PCC members attending Community Collaborative meeting and what is expected. Helen to send these details to Simon.	Helen Phillips	07.07.21	AMBER	Simon to follow up with Helen.
2021 06 02 – 09b	Terms of reference will be reviewed again at the September 2021 meeting	Simon Barrett	22.09.21	AMBER	Ongoing.
2021 07 07 – 05b	Emma Latimer to attend a future HPCC meeting for Q&A session. All attendees are asked to submit questions in advance to humberside.lmcgroup@nhs.net	All HPCC attendees	10.08.21		
2021 07 07 – 05c	Laura Elliott to collate questions and send to Emma Latimer in advance of the meeting.	Laura Elliott	10.08.21		
2021 07 07 – 06a	LMC to support on review of pathways with secondary care. Zoe and Sarah to meet outside of the meeting to coordinate a plan.	Sarah Lovell & Zoe Norris	10.08.21		
2021 07 07 – 07	Zoe to amend the sub-groups based on the discussion and Laura to publish to webpage.	Zoe Norris & Laura Elliott	10.08.21		
2021 07 07 – 08	Diversity, equality and inclusion as part of decision making processes - please get in touch with Zoe to	All attendees	10.08.21		

	help with input for this. Email humberSide.lmcgroup@nhs.net				
2021 07 07 – 09	Attendees to send to Simon Barret links to leadership programmes which have been successful or programmes which they think would be useful to offer. Please send to humberSide.lmcgroup@nhs.net	All attendees	10.08.21		

COMPLETED ACTIONS

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2021 06 02 – 05	Re-draft representation table into 2 options. Simon to circulate the options and members will be asked to vote.	Simon Barrett	07.07.21	GREEN	Received. Option 2 was favoured. Published on website and circulated.
2021 06 02 – 06c	Zoe and Simon to work on sub-group plan and share with PCC members	Zoe Norris and Simon Barrett	07.07.21	GREEN	Shared at meeting on 07.07.21
2021 06 02 – 09a	Make changes to terms of reference.	Simon Barrett	07.07.21	GREEN	Updated and published to webpage.
2021 07 07 – 05a	Laura to upload ICS Development Update and Discussion Paper to website and email attendees with the link	Laura Elliott	10.08.21	GREEN	Complete.