

Date / Minute number	Resolution	Explanation / Minute	Action	Progress	Target date
(4)	the Director for Community Services be requested to consider notifying ward councillors on receipt of licensing applications, similar to what is already in place for planning applications.			An online list of applications is produced and a briefing note on how to access this will be distributed amongst members W/C 05/07/0	12/07/10
61	Smoking – Performance Against LAA Stretch Targets <u>Recommended</u> that - the City Council lobbies the City's three MPs to support progress of the 2009 Health Bill – Tobacco Control - through Parliament.	Panel received a presentation providing an overview of the work of the Smoking Cessation Service in Plymouth, including details of how it was performing against the LAA stretch targets.		Recommendations approved at management board	
23/02/10 68 (3)	Annual Performance Assessment of Adult Social Care 2008/09 – Report from Care Quality Commission <u>Resolved</u> that – the results of the Adult Social Care User Satisfaction Survey be emailed to panel members on completion;	Panel received an update on how the Adult Social Care Service had performed following assessment by the Care Quality Commission	AD for Adult Health and Social Care / DSO	Results of survey awaited.	1 September 2010
69 (2)	Alcohol Strategy <u>Recommended</u> that - if a Night Time Economy Manager is appointed, with responsibility for the whole of the city and not just to city centre trade, this post would ideally be funded in the majority by Statutory Partners with a contribution from the trade.	Further to minute 60, the Panel received an update on progress with production of the Alcohol Strategy. Discussion took place on the role of the Night Time Economy Manager and whether this should be expanded to cover the whole of the City rather than just the City Centre.		Recommendations approved at management board	

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31/03/10 73	Minutes <u>Resolved</u> that the minutes of the meetings held on 27 January and 23 February 2010 be confirmed, subject to the amendment of Minute 68(6) to reflect the fact that a briefing paper be circulated to panel members in the first instance and that only in the event of concerns being raised would a report be presented to a future meeting of the panel.	Report to panel not required in first instance so minute amended accordingly.		Briefing paper provided via email for panel members.	
14/14/10 90(2)	the City Centre Company be asked what it was doing to encourage businesses to participate in the Baby Friendly Initiative and become kite marked;			“Currently the City Centre company is not undertaking any activity in order to support Breastfeeding within the City Centre. In the past we have supported by auditing the facilities available to nursing mothers. We also are supporting an NHS booking at Frankfort Gate to promote breastfeeding. However, we would be happy to enter into discussions as to how we can support the development of the 'Baby Friendly Initiative' within the city in the future” Clint Jones, City Centre Manager	
(3)	the results of the Maternity Satisfaction Survey, Maternity Care Patient Survey and the Maternity Unit Audit of Practice be forwarded to panel members, along with an analysis of trends and benchmarking;			Analysis of survey results awaited.	1 Septemb er 2010

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(4)	a copy of the results of the annual maternity survey be forwarded to panel members when available;			Results of Annual Maternity Survey awaited.	12/07/10 –
14/14/10 90(5)	a letter be sent to the National Institute of Health and Clinical Excellence (NICE) requesting that it considers including within its guidance a recommended length of postnatal stay for women who had delivered their babies by caesarean section.			Email response circulated to members	
09/06/10 5	<u>Agreed</u> that Giles Perritt will review the terms of reference in conjunction with the Chair and Vice-Chair and present them at the next scheduled business meeting of the panel.		Giles Perritt		
09/06/10 6 (2)	the chair of the Maternity Services Liaison committee would be contacted to discuss how scrutiny could help to improve data collection around maternity services;				
09/06/10 6 (3)	the alcohol strategy return to the panel for further consideration.				

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09/06/10 9	that a special meeting of the panel would be convened to consider the draft quality accounts for NHS Plymouth Hospitals Trust and NHS Plymouth Mental Health Services, in order to provide the required statement by the 30 June deadline.			Meeting completed on the 21 June 2010	
09/06/10 11 (3)	the lead officer for the panel would liaise with the patient and public involvement lead for further development of the protocols.			Added to work programme	
09/06/10 13 (1)	the lead officer would be tasked to review the work programme and provide a draft to the next scheduled business meeting of the panel;				20/07/10
09/06/10 13 (2)	a joint performance and budget monitoring report from Adult Social Care, NHS Plymouth Primary Care Trust and NHS Plymouth Hospitals trust would be included on the work programme.			Added to work programme	

Grey = Completed (once completed resolutions have been noted by the panel they will be removed from this document)

Red = Urgent – item not considered at last meeting or requires an urgent response