

# Primary Care Commissioning Committee

25 January 2017

<b>Details</b>	Part 1	<b>X</b>	Part 2		Agenda Item No.	<b>11</b>
Title of Paper:	Forward Plan					
Board Member:	Peter Bury, Lay Member for Quality and Performance					
Author:	Danny Lansley, Corporate Governance Manager					
Presenter:	Amy Lepiorz, Deputy Director of Primary Care					
Please indicate:	For Decision		For Information		For Discussion	<b>X</b>

## Executive Summary

<b>Summary</b>	The CCG is developing forward plans for each of its Committees. This is in order to guide business and ensure that the Committee is meeting the objectives set out in its Terms of Reference.					
<b>Risk</b>	<b>High</b>		<b>Medium</b>	<b>X</b>	<b>Low</b>	
	Having a governance structure which is fit for purpose and discharges its duties in line with its governing documents, is key to ensuring the CCG can demonstrate to the public and regulators that decision making is robust.					
<b>Recommendations</b>	The Committee is asked to: <ul style="list-style-type: none"> <li>Note the Forward Plan and provide any comments for consideration as regular items</li> </ul>					

## Strategic themes

To deliver improved outcomes and reduce health inequalities for patients through better preventative strategies	
To deliver service re-design in priority areas through innovation	
To develop primary care to become excellent and high performing commissioners	
To develop the CCG leadership to work with the Local Authority to be excellent integrated commissioners	
To develop robust and effective working relationships with all stakeholders and partners to drive integrated commissioning	
To deliver long term financial sustainability through effective commissioning and innovative investment across the wider system	
To develop and influence the provider landscape through development of a Locality Care Organisation (LCO)	
Equality Analysis Assessed?	<b>X</b>
Supports NHS Bury CCG Governance arrangements	<b>X</b>

## **Primary Care Commissioning Committee Forward Plan**

### **1. Introduction and Background**

The CCG is developing forward plans for each of its Committees. This is in order to guide business and ensure that the Committee is meeting the objectives set out in its Terms of Reference.

### **2. Further Information**

The forward plan contains regular items which form the core business of the Committee. In addition 'one-off' business will be added to the forward plan throughout the year. It is hoped that this will aid in advance planning for meetings and ensuring balanced agendas which allow sufficient time for decisions to be made.

The views of the Deputy Director for Primary Care and Clinical Director for Primary Care have been sought in developing the schedule. Agendas will be developed using the forward plan but with approval for the senior supporting manager and clinical director.

The forward plan will be included in the report pack for each meeting.

Committee members are asked to review the documents and make any suggestions they wish to be considered for future agendas.

### **3. Recommendations**

**The Committee is asked to:**

- **Note the Forward Plan and provide any comments for consideration as regular items.**

**Danny Lansley**

Corporate Governance Manager

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Item	Action	A	M	J	J	A	S	O	N	D	J	F	M
<b>Regular Items</b>													
Apologies	Info	X	X	X	X	X	X	X	X	X	X	X	X
Declarations of Interest	Info	X	X	X	X	X	X	X	X	X	X	X	X
Minutes from last meeting	Approve	X	X	X	X	X	X	X	X	X	X	X	X
Action Tracker	Info	X	X	X	X	X	X	X	X	X	X	X	X
PC Workstream Report	Info	X	X	X	X	X	X	X	X	X	X	X	X
GP Federation Contract Meeting	Info	X	X	X	X	X	X	X	X	X	X	X	X
PC Finance Report	Info	X	X	X	X	X	X	X	X	X	X	X	X
PC Risk Register	Info	X	X	X	X	X	X	X	X	X	X	X	X
Contract Changes Processed by NHS England	Info	X	X	X	X	X	X	X	X	X	X	X	X
Review of Effectiveness and Terms of Reference	Decision		X										
Annual Report to Governing Body	Decision			X									
Funding Dispute Panel – Annual Report and ToR	Approve						X						
Locally Commissioned Services Quarterly reporting	TBC												
QinPC	Info			X			X			X			X
PC Funding Mechanisms	Info	TBC- when time allows											
PC Service Specifications		Ad hoc											
Contractual Issues													
Internal Polices Approval													
Education Programme	Info												
Workforce Development	Info												

Item	Action	A	M	J	J	A	S	O	N	D	J	F	M
<b>Additional Items 2017-18</b>													
Clinical Waste Procurement	Info	X											