

Item: 6.1

Report to:	Primary Care Commissioning Committee
Date of Meeting:	25 June 2021
Title of Report:	Primary Care Commissioning Committee Terms of Reference
Presented by:	Phil Davis, Strategic Lead - Primary Care, NHS Hull CCG
Author:	Phil Davis, Strategic Lead - Primary Care, NHS Hull CCG Mike Napier, Associate Director Corporate Affairs

STATUS OF THE REPORT:

To approve	<input checked="" type="checkbox"/>	To endorse	<input type="checkbox"/>
To ratify	<input type="checkbox"/>	To discuss	<input type="checkbox"/>
To consider	<input type="checkbox"/>	For information	<input type="checkbox"/>
To note	<input type="checkbox"/>		

PURPOSE OF REPORT:

The purpose of this report is to provide an update to the Primary Care Commissioning Committee regarding the Committee’s terms of reference.

RECOMMENDATION:

It is recommended that the Primary Commissioning Committee:

1. Note the revised terms of reference for the Primary Care Commissioning Committee approved by the CCG Board in July 2020 have been formally approved by NHS England;
2. Note that NHS England has advised that it will only consider further CCG Constitution amendments deemed “business critical”;
3. Approve the current terms of reference as no further “business critical” changes are required.

REPORT EXEMPT FROM PUBLIC DISCLOSURE No Yes

If yes, detail grounds for exemption

CCG STRATEGIC OBJECTIVE (See guidance notes on page 4)

Integrated commissioning – to ensure the appropriate governance arrangements are in place for the commissioning of primary medical care services.

IMPLICATIONS: (summary of key implications, including risks, associated with the paper),

Finance	Not applicable
HR	Not applicable
Quality	Not applicable
Safety	Not applicable

ENGAGEMENT: (Explain what engagement has taken place e.g. Partners, patients and the public prior to presenting the paper and the outcome of this)

None

LEGAL ISSUES: (Summarise key legal issues / legislation relevant to the report)

None

EQUALITY AND DIVERSITY ISSUES: (summary of impact, if any, of CCG's duty to promote equality and diversity based on Equality Impact Analysis (EIA). **All** reports relating to new services, changes to existing services or CCG strategies / policies **must** have a valid EIA and will not be received by the Committee if this is not appended to the report)

	Tick relevant box
An Equality Impact Analysis/Assessment is not required for this report.	√
An Equality Impact Analysis/Assessment has been completed and approved by the lead Director for Equality and Diversity. As a result of performing the analysis/assessment there are no actions arising from the analysis/assessment.	
An Equality Impact Analysis/Assessment has been completed and there are actions arising from the analysis/assessment and these are included in section xx in the enclosed report.	

THE NHS CONSTITUTION: *(How the report supports the NHS Constitution)*

The report supports the delivery of the NHS Constitution as the commissioning of primary care services will aid in the delivery of the following principles, rights and NHS pledges:

- 1) The NHS aspires to the highest standards of excellence and professionalism
- 2) NHS works across organisational boundaries and in partnership with other organisations in the interests of patients
- 3) Quality of care
- 4) You have the right to expect NHS organisations to monitor, and make efforts to improve, the quality of healthcare they commission or provide.

PRIMARY CARE COMMISSIONING COMMITTEE TERMS OF REFERENCE

1. INTRODUCTION

The purpose of this report is to provide an update to the Primary Care Commissioning Committee regarding the Committee's terms of reference.

2. BACKGROUND

The terms of reference for CCG Committees are required to be reviewed annually by the respective Committee prior to approval by the CCG Board and subsequent approval by NHS England as part of the CCG Constitution approval process.

3. INFORMATION

At the June 2020 meeting the Primary Care Commissioning Committee approved revised terms of reference which reflected the new NHS England organisation and amendments reflecting changes in job roles and titles within the CCG. These amendments were subsequently approved by the CCG Board and submitted to NHS England. Confirmation was received at the beginning of June that these amendments have been approved. The current terms of reference for the Committee are included as Appendix 1.

Guidance received from NHS England in late March stated that as 2021/22 is the final year for CCGs there is an expectation that no further changes to CCG constitutions, including changes to Primary Care Commissioning Committee terms of reference, are expected unless absolutely "business critical".

4. RECOMMENDATIONS:

It is recommended that the Primary Commissioning Committee:

1. Note the revised terms of reference for the Primary Care Commissioning Committee approved by the CCG Board in July 2020 have been formally approved by NHS England;
2. Note that NHS England has advised that it will only consider further CCG Constitution amendments deemed "business critical";
3. Approve the current terms of reference as no further "business critical" changes are required.