

# Primary Care Commissioning Committee

Date: Tuesday 30th April 2019

Time: 9.00 – 10:45

Location: Vassall Centre, Bristol, BS16 2QQ

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## Agenda number: 9

### Report title: PCCC forward plan for the year

Report Author: Jenny Bowker, Head of Primary Care Development

Report Sponsor: Martin Jones, Medical Director – Commissioning and Primary Care

#### 1. Purpose

The purpose of this paper is to set out a forward work plan for the Committee. This follows a review of the Committee's effectiveness and a commitment to both plan the business of the Committee for the year and to review the meeting frequency and format.

#### 2. Recommendations

The Committee is asked to note and comment on the proposed forward plan for the Open Session meetings attached at Appendix 9.1.

#### 3. Executive Summary

The proposed schedule of meetings has been developed to take into account known timescales to meet the business of the CCG's primary care agenda. This will be kept under review at the Primary Care Operational Group (PCOG) to ensure that the forward plan is adjusted to meet in-year needs. The new meeting schedule proposes 8 business meetings and 3 seminars in the year, with no meeting taking place in December. The dates for seminars allow a full Committee to be "stood up" and to meet in open session should urgent business arise. Seminars will also give the Committee protected time to have more in-depth discussion of key primary care items.

#### 4. Financial resource implications

There are no financial implications arising from this paper.

## **5. Legal implications**

There are no legal implications arising from this paper.

## **6. Risk implications**

There are no significant risk implications arising from this paper. As described should urgent decisions need to be made outside of the suggested schedule there are a number of options available including standing up a seminar into an open session Committee meeting, establishing extraordinary meetings or taking Chair's action.

## **7. Implications for health inequalities**

There are no implications arising from this paper.

## **8. Implications for equalities (Black and Other Minority Ethnic/Disability/Age Issues)**

There are no implications arising from this paper.

## **9. Implications for Public Involvement**

There are no implications arising from this paper.

Appendix 9.1

**Primary Care and Commissioning Committee (PCCC)  
Forward Planner – Open**

**May 2019**

SEMINAR: Primary Care Strategy & PCN Development Plan Including Contracting

**June 2019**

Item	Presenter
Digital First Plan and Online Consultations Procurement	Bev Howarth/Matt Nye
Estates Strategy Final Version	Graham Wilson
Lawrence Weston Full Business Case	Joe Poole
Minor Improvement Grants	Tim James
Regular Reports: Contracts, Finance and Quality	
PCN Deployment in BNSSG	David Moss/Jenny Bowker
GPFV Update	Jenny Bowker



## July 2019

Item	Presenter
Area Strategic Plans (Models of Care)	Area Directors
Governing Body Quarterly Report	David Moss/Jenny Bowker
STP Workforce Plan – Primary & Community Care Training Hubs	Martin Jones & Gillian Cook

## August 2019

SEMINAR: General Practice Resilience and Transformation Self-Assessment Toolkit and Primary Care Strategy

## September 2019

Item	Presenter
Primary Care Strategy & NHS Long Term Plan	Martin Jones
Weston & Worle ISS Local Evaluation	Jenny Bowker & Denys Rayner
GPFV Overview	Jenny Bowker
APMS Contract Update	David Moss
Regular Reports: Contracts, Finance and Quality	

## October 2019

Item	Presenter
Governing Body Quarterly Report	David Moss/Jenny Bowker
Regular Reports: Contracts, Finance and Quality	
PCN Development Update	Jenny Bowker/David Moss/Area Directors

## November 2019

Item	Presenter
Reviewing our LES offer for 2020/2021	Louisa Darlison
Regular Reports: Contracts, Finance and Quality	
Weston Villages – Full Business Case	Tim James
General Practice Resilience and Transformation Work Stream Update	Martin Jones

## December 2019

NO MEETING OR SEMINAR PROPOSED

## January 2020

Item	Presenter
LES Offer for 2020/2021	Louisa Darlison
GPFV Overview	Jenny Bowker
Quarterly Report to Governing Body	David Moss/Jenny Bowker
Regular Reports: Contracts, Finance and Quality	
Digital First Update	Bev Howarth
Primary Care Workforce Development Update	Martin Jones & Gillian Cook
PCN Development Update	Jenny Bowker/David Moss/Area Directors

## February 2020

SEMINAR – TOPIC TBC

## March 2020

Item	Presenter
Budget Setting 2020/2021	Rob Ayerst
Operational Plan for 2020/2021	Jenny Bowker/David Moss
General Practice Resilience and Transformation Work Stream Update	Martin Jones

Committee Effectiveness Review	Alison Moon
Central Weston Full Business Case	Tim James
Regular Reports: Contracts, Finance and Quality	