

NHS DORSET CLINICAL COMMISSIONING GROUP
PRIMARY CARE COMMISSIONING COMMITTEE
PRIMARY CARE COMMISSIONING COMMITTEE TERMS OF REFERENCE

Date of the meeting	05/04/2017
Author	CG Lakeman, Secretary and General Counsel
Purpose of Report	To advise the Primary Care Commissioning Committee of changes to the Terms of Reference.
Recommendation	The Committee is asked to note the report.
Stakeholder Engagement	N/A
Previous GB / Committee/s, Dates	Governing Body meeting 15/03/2017

Monitoring and Assurance Summary

This report links to the following Strategic Principles	<ul style="list-style-type: none"> • Services designed around people • Preventing ill health and reducing inequalities • Sustainable healthcare services • Care closer to home 		
	Yes [e.g. ✓]	Any action required?	
		Yes Detail in report	No
All three Domains of Quality (Safety, Quality, Patient Experience)	✓		✓
Board Assurance Framework Risk Register	✓		✓
Budgetary Impact	✓		✓
Legal/Regulatory	✓	✓	
People/Staff	✓		✓
Financial/Value for Money/Sustainability	✓		✓
Information Management & Technology	✓		✓
Equality Impact Assessment	✓		✓
Freedom of Information	✓		✓
I confirm that I have considered the implications of this report on each of the matters above, as indicated	✓		

Initials: CGL

1. Introduction

- 1.1 Good Governance suggests that Terms of Reference are reviewed annually to ensure that that Committee's activities in support of the CCG are carried out in accordance with the law, governance and policy to achieve probity, accuracy, economy, efficiency and effectiveness.

2. Report

- 2.1 The CCG accepted the full delegation of primary care commissioning matters from NHS England with effect from 1 April 2016.
- 2.2 In order to avoid creating two classes of member, all members of the Primary Care Commissioning Committee were allocated one vote, though there is a presumption that all GP members will be conflicted unless they declare to the contrary.
- 2.3 Committee members will recall that in the interests of good governance and to avoid making two classes of member, the CCG decided not to follow NHS England guidance with regard to voting rights of GPs on the Committee but did alter the position by reversing the presumption that GPs were not conflicted unless they declared otherwise.
- 2.4 This process is working well. However, there was also a requirement for one GP to form part of the quorum arrangements.
- 2.5 A proposal was made to the Governing Body for the requirement for a GP to form part of the quorum to be removed to ensure that the Committee is able to make decisions as appropriate when the Committee's GP members are unable to vote due to conflicting interests.
- 2.6 This proposal was accepted by the Governing Body and consequently the Terms of Reference no longer require a GP to be present for a quorum to be established.

3. Conclusion

- 3.1 The Committee is asked to note the position with regard to quorum requirements.

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Date : 21/03/2017

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