

Appendix A: Primary Care Task and Finish Group – Terms of Reference

1. Purpose

The purpose of this document is to define the Terms of Reference for the task and finish group on Primary Care in Rutland.

2. Background

- As the pandemic has progressed, so has members correspondence from Residents highlighting concerns on accessing Primary Care.
- Healthwatch Rutland have been reports from residents and raising concerns since December 2020
- Nationally, face to face access to General Practice is a concern.
- In September 2021, Rutland County Council voted to withdraw the Draft Local Plan and begin the process again, this has left a gap in the medium to long-term infrastructure planning
- In April 2022, the new Integrated Care System (ICS) will be implemented, this is a service led system.

3. Aims and Objectives

- To understand what Primary Care is available to the residents and how this can be accessed and understand the resident's perspective of this, highlighting the gaps.
- To develop an understanding on the medium-term pressures on the infrastructure estate of Primary Care
- To make recommendations on "quick wins" to help close the gap between what is available and the resident's perspective of this.
- To make recommendation based on the findings for the long-term infrastructure planning for Primary Care in Rutland.

4. Proposed Task and Finish Group Members

At a meeting on the 22nd September 2021, the Scrutiny Commission, proposed to bring forward a combined scrutiny Task & Finish Group to evaluate and gain evidence on the matter.

It is proposed that the group be formed by at least two members of each committee and any other non-executive member.

- There is an expectation that members will be co-ordinating and delivering face to face and telephone interviews as part of the initial evidence gathering sessions, as such, members will need to have some flexibility of time, especially in the first two months.

5. Chairman

Cllr Paul Ainsley will chair.

6. Length of Review

The review is expected to take no more than six months and the Group will be aiming to deliver their report to April's Council meeting.

7. Timetable

The timetable, and the frequency and timing of meetings will be determined by the Task and Finish Group at their first meeting.

8. Methodology/Approach

The following information will be considered by the Group:

- Gain evidence from patients and Healthwatch on their experience of accessing care.
- Gain evidence from practices on the delivery of care
- Gain an understanding of how different models and technology can help improve access
- Understand and report on how infrastructure is modelled by the CCG
- Understand how, as a Local Authority, we can work with, and influence, stakeholders to improve medium- and long-term infrastructure planning.

9. Reporting

- A verbal update from the Task and Finish Group will be provided to full council each month.
- An interim report will be delivered to cabinet in January 2022, this also allows time to support and supplement the place-led plan..
- The Group will submit a final report to cabinet for endorsement and approval of its recommendations

10. Officer Support

The Group will be assisted by the Governance Team for secretariat

The group will also be assisted by John Morley, Director of Adults Social Care.

11. Finance

It is not anticipated to require additional budget in this financial year.