

NHS Rotherham Clinical Commissioning Governing Body

Operational Executive – 11 08 2017

Strategic Clinical Executive - 16 08 2017

GP Members Committee (GPMC) – 27 09 2017

Clinical Commissioning Group Governing Body (Development Session) – 06 09 2017

Integrated Health and Social Care Place Board – 06 09 2017

Health and Wellbeing Board – 20 09 2017

Plan for producing CCG 2018/19 CCG Commissioning plan.

Lead Executive:	Ian Atkinson
Lead Officer:	Lydia George
Lead GP:	Richard Cullen

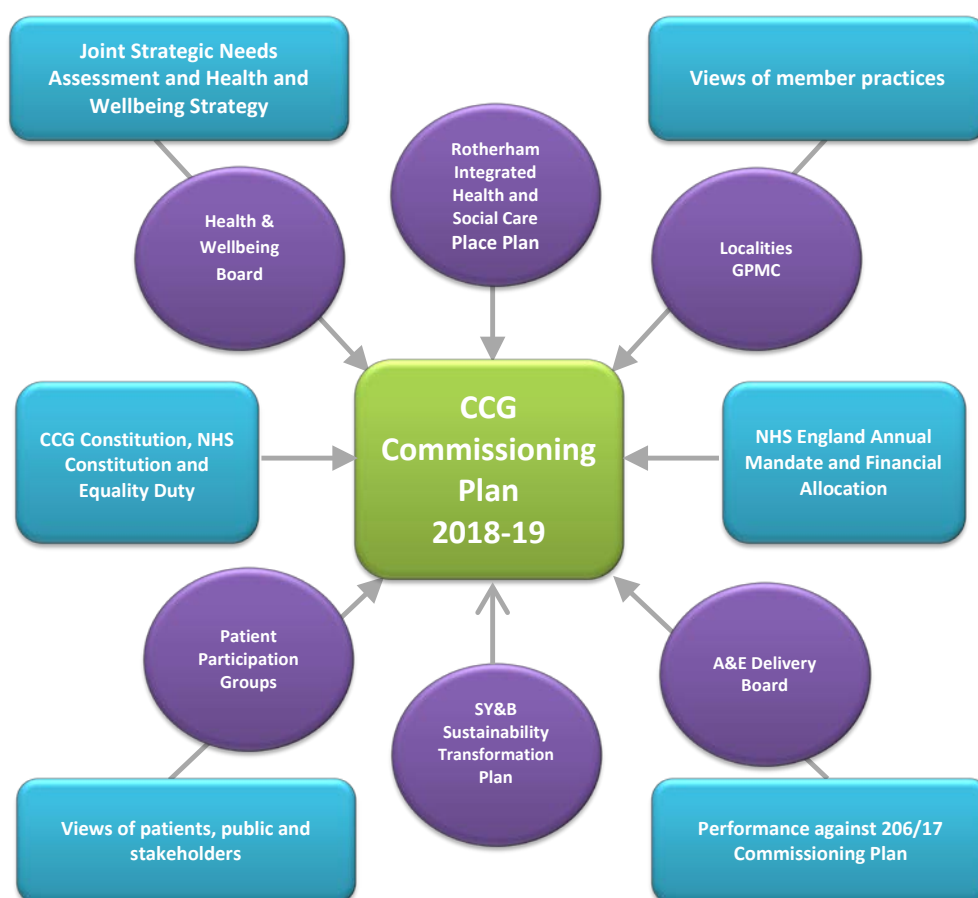
Purpose:

To set out how the CCG should produce a new Commissioning Plan for 2018/19.

Background:

The CCG constitution requires an annual Commissioning Plan recommended to the CCG Governing Body by the GP Members Committee. The plan is required to be endorsed by the Health and Well Being Board and is then subject to discussion with NHS England.

Figure one shows the inputs and stakeholders involved:



The established process for developing the Commissioning Plan has the following strengths:

- Timescales are shared with partners which allows time for meaningful feedback.
- The Commissioning Plan is endorsed by all relevant groups.
- The Commissioning Plan has consistently received positive feedback in the 360 stakeholder survey.
- Engagement with localities (e.g. via Chief/Deputy Chief Officer and Chair of GP Members Committee attendance at locality meetings) resulted in increased knowledge of and involvement in the plan, evidenced by feedback in the 360 stakeholder survey.
- The Staff survey showed a high degree of awareness among CCG staff.
- NHS England gave strong positive feedback on the Commissioning and Operational Plans.

Analysis of key issues and of risks

In light of the organisational and leadership changes across Rotherham the CCG feels it is important to set out to CCG officers, GP members, co-commissioners and partners the timelines the CCG will work to in the 2018/19 planning round so that stakeholders can input effectively.

Planning guidance has historically been issued each year in December, however, in 2017/18 the guidance was issued in September with a requirement to submit an Operational Plan by December. The timescales set out for the update of the Commissioning Plan means that should this requirement be mirrored in 2018/19 we will already have undertaken a significant amount of work towards the development of the Operational Plan and narrative.

As in previous years, the process will require that we develop the following versions of our Commissioning Plan:

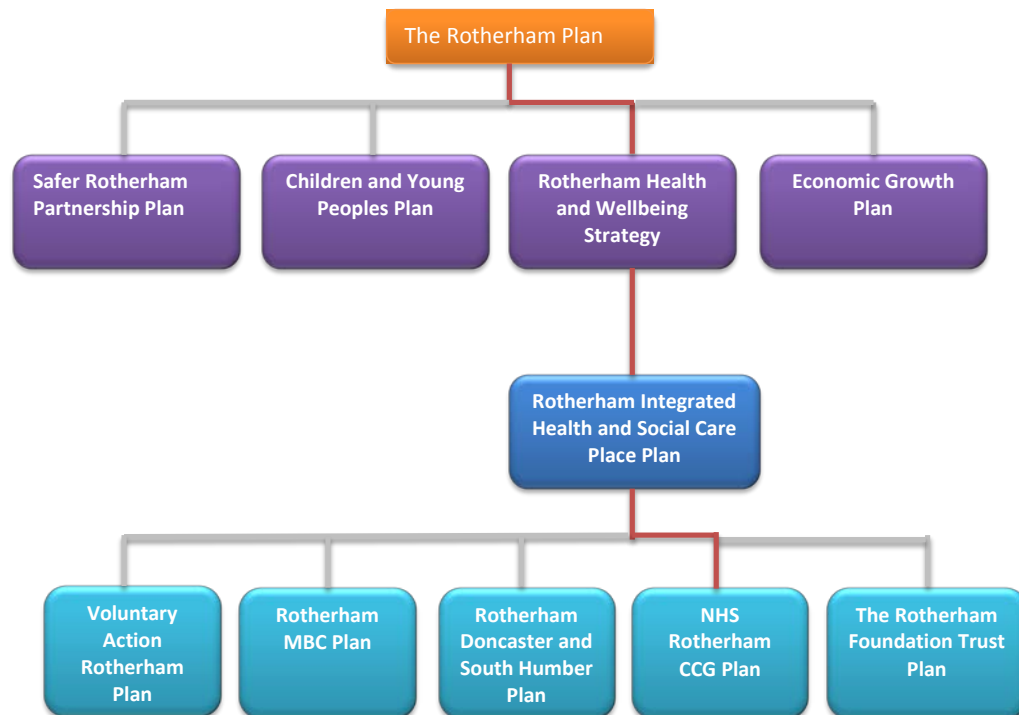
Version	Timescale	Purpose
Plan for Plan (P4P)	August	To be used internally and externally to share the process and timescales for the production of the Commissioning Plan.
Consultation Version (CV)	Mid-September	This will be the product of the discussions from the GB/SCE Development Session on the 6 September and will be used primarily to gather feedback from localities, but also to engage with key stakeholders.
Draft Version 1 (V1)	End November	This will be the first version of the Commissioning Plan, it will include locality and stakeholder feedback and will be shared internally and externally for comment.
Final Version 2 (V2)	Early February	This will be the final version, to include all stakeholder feedback and to include finances, activity etc. This will be approved at GPMC in February and signed off at GB in March. It will then be disseminated to partners and uploaded to our website.

The landscape has changed significantly since the current Commissioning Plan was produced. The planning process has been built around Sustainable Transformation Plans so that the commitments and changes coming out of these plans translate fully into operational plans and contracts. It is therefore important that the CCGs Commissioning Plan is aligned to the Rotherham Integrated Health and Social Care Place Plan and the Rotherham Health and Wellbeing Plan.

Early discussions have taken place on the update and alignment of the Health and Wellbeing Strategy and the Integrated Health and Social Care Place Plan. A plan for how this will be achieved and timescales were received at the IH&SC Place Board in September, ahead of the H&WBB in September.



The diagram below sets out where the CCGs Commissioning Plan sits in terms of Rotherham plans.



Attached are two documents:

- Rotherham CCG plan for a plan – app A
- High level timeline for the production of the plan – app B

Patient, Public and Stakeholder Involvement:

Current engagement intelligence will be used and a summary log will be kept of the engagement and feedback from the process of developing the Commissioning Plan.

Equality Impact:

Will be part of each section of the commissioning plan.

Financial Implications:

Will be a section in the plan

Human Resource Implications:

Will be included in the plan

Procurement:

Applicable to individual proposals.

Approval history:

- OE 11 August 2017
- SCE 16 August 2017
- CCG Governing Body (Development Session) 6 September 2017
- GPMC 27 September 2017
- H&WBB 20 September 2017
- IH&SC Place Board 6 September 2017

Recommendations:

Health and Wellbeing Board are asked to note the plan for producing the 2018/19 CCG Commissioning Plan and the timescales for consultation.



Rotherham CCG Commissioning Plan Refresh 2018/19: 'Plan for a Plan' as at 03 08 2017

There will be 4 versions of the plan produced, their purpose and timescales are shown below:

P4P	'Plan for a Plan'- (this paper) to outline the necessary consultation/approvals process and timeframe	CV	Consultation Version of the plan – powerpoint presentation to encourage initial feedback regarding progress and issues to date and future considerations (produced in September for use up to November)	V1	Version 1 of the plan- for first submission (produced by relevant SCE and officer lead from members feedback by end November)	V2	Version 2 of the Plan - for final submission (produced in February for March sign off and submission)
------------	---	-----------	--	-----------	--	-----------	--

The consultation and development periods are outlined as follows:

Develop and approve 'plan for plan'	Views from member practices, patients, public and stakeholders	Production of plan to meet national and local requirements	Suggested meeting and version
-------------------------------------	--	--	-------------------------------

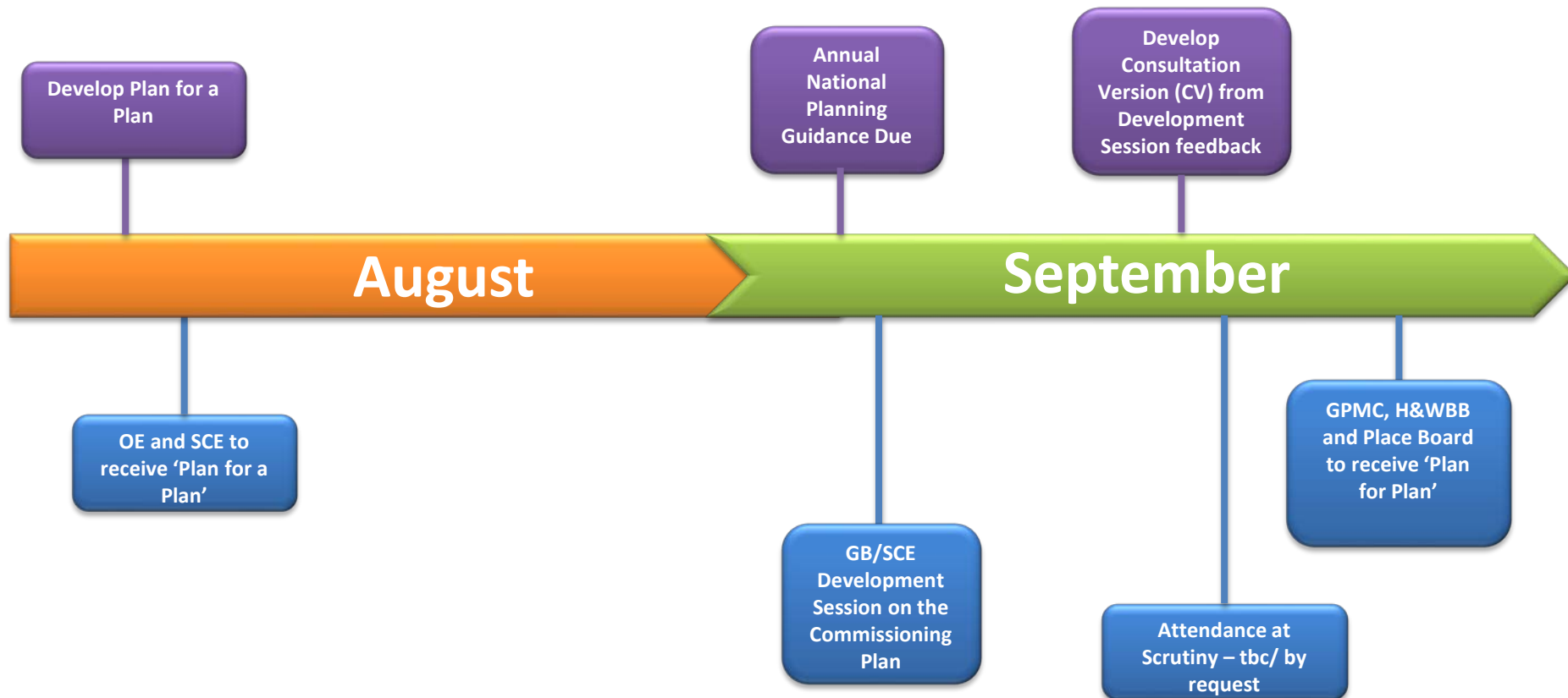
The following table outlines the consultation, approvals process and timescales for the development of the Commissioning Plan (some meetings for 2018 have not been fixed, so dates are estimates):

	Frequency (if a meeting)	AUGUST 2017	SEPTEMBER 2017	OCTOBER 2017	NOVEMBER 2017	DECEMBER 2017	JANUARY 2018	FEBRUARY 2018	MARCH 2018	APRIL 2018
Approval / Sign Off										
GPMC	Monthly		P4P 27.09.17	CV 25.10.17		V1 20.12.17		V2 28.02.17		
CCG Governing Body (*Development Session)	Monthly		P4P 06.09.17*		CV 01.11.17		V1 03.01.18		V2 07.03.18	
Meetings										
OE	Weekly	P4P 04.08.17		CV 06.10.17		V1 01.12.17		V2 16.02.17		
SCE	Weekly	P4P 09.08.17		CV 11.10.17		V1 06.12.17		V2 21.02.17		
Locality Meetings	Monthly			CV tbc						
H&WBB	Monthly		P4P 20.09.17		CV 15.11.17		V1 10.01.18		V2 14.03.18	
Integrated Health and Social Care Place Board	Monthly		P4P 06.09.17		CV 01.11.17				V2 07.03.18	
CRMC (only relevant sections – activity review)	Every 4 weeks			CV tbc		V1 tbc				
MMC (only relevant sections)	Every 4 weeks			CV tbc		V1 tbc				
A&E Delivery Board (only relevant sections)	Every 4 weeks			CV tbc		V1 tbc				
MH/LD QIPP Committee (only relevant sections)	Every 4 weeks			CV tbc		V1 tbc				
Primary Care Committee (only relevant sections)	Monthly			CV tbc		V1 tbc				
IT Strategy Group (only relevant sections)	Bi-Monthly			CV tbc		V1 tbc				
PPG Network	Bi- Annually				CV 28.11.17					
PLTC Event	Every 2 months				CV 09.11.17					
Health Select Committee	By request				CV tbc					
Stakeholder Engagement /Communications										
CCG Employees	ASM / SMT			CV 16/17.10.17						
RMBC (also via membership of above groups)	n/a					V1 as above				
TRFT (also via membership of above groups)	n/a			CV 19.01.17		V1 as above				
RDaSH (also via membership of above groups)	n/a					V1 as above				
VAR (also via membership of above groups)	n/a					V1 as above				
Hospice (also via membership of above groups)	n/a					V1 as above				
Special Interest Groups	n/a				Via CCG Website					
General Public	n/a				Via CCG Website					
NHSE/DH	n/a					*Note			V2 final	
Website	n/a								Mid-March	
Annual Report and Event	Annually									

*Note - the 2016/17 Planning Guidance required an Operational Plan submission in December. If this is mirrored in 2017/18 we will have gathered the necessary information to support development of the narrative part of the plan.

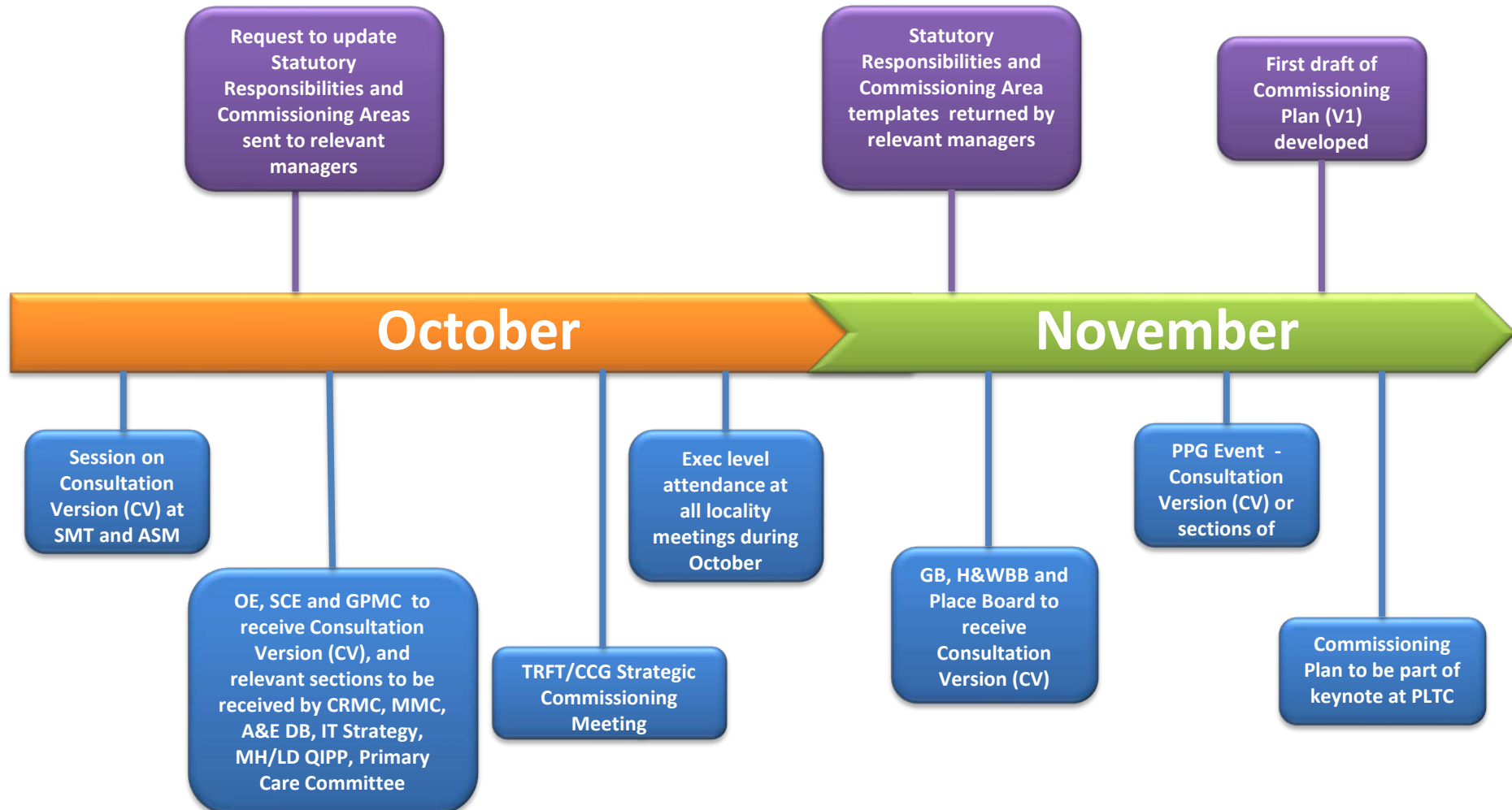
Produce 'P4P' Produce 'CV' Produce 'V1' Consult on 'V1' Produce 'V2' Submit 'V2'

Timeline for the 2018/19 Commissioning Plan



Timeline for the 2018/19 Commissioning Plan

NOTE:
We will need to check closer the time whether papers go to confidential or public meetings, this will be dependent upon planning guidance and financial plan



Timeline for the 2018/19 Commissioning Plan

NOTE:
We will need to check closer the time whether papers go to confidential or public meetings, this will be dependent upon planning guidance and financial plan

Depending on national requirements develop and submit an Operational Plan

December

January

OE, SCE and GPMC to receive first draft of Commissioning Plan (V1), and relevant sections to be received by CRMC, MMC, A&E DB, IT Strategy, MH/LD QIPP, Primary Care Committee

GB and H&WBB to receive first draft of Commissioning Plan (V1)

First draft of Commissioning Plan (V1) sent to partners for comments

Timeline for the 2018/19 Commissioning Plan

NOTE:
We will need to check closer the time whether papers go to confidential or public meetings, this will be dependent upon planning guidance and financial plan

