

Rotherham CCG

Annual Commissioning Plan and CCG Annual Cycle

H&WBB 5th September 2012

Contact Details:			
Lead Director:	Robin Carlisle	Lead :	Lydia George
Title:	Deputy Chief Officer	Title:	Planning and Risk Manager

Purpose:

To inform the H&WB Board the proposed development and timetable of the 2013/14 CCG Annual Commissioning Plan (ACP).

To set this in the context of the CCGs calendar and Annual Report.

To establish a position where the development of the Annual Commissioning Plan is a year round cycle rather than a discrete event.

Recommendations:

- H&WBB to note and comment on the proposals for discussing, producing and agreeing the 2013 ACP
- H&WBB to note the implications for the CCG calendar
- H&WBB to note the proposals for annual meeting and report

Background:

The CCG Constitution requires an Annual Commissioning Plan (formerly known as SIP) and an Annual Report. Numerous stakeholders need to be engaged and the plan has to be agreed as set out in the Constitution. This paper makes proposals to discuss, produce and agree an ACP by mid March 2013, an Annual Report by the end of June and sets these in the context of the overall CCG's annual calendar.

Feedback from the Rotherham wide consultation on the H&WB Strategy and feedback from the GPRC, the Patient Forum and the Stakeholder Forum will be especially important in the 2013 ACP.

H&WBB are receiving the following appendices as part of this paper:

- Appendix 1 – sets out the proposed inputs required for the ACP. These need to be discussed with the groups involved.
- Appendix 2 – sets out the 'plan for a plan'.
- Appendix 3 – sets out the 4 iterations of the ACP.
- Appendix 4 - sets out what the CCG Constitution requires regarding ACP, Annual Report and Annual Meeting.
- Appendix 5 – sets out the CCG Annual Calendar

Analysis of Risks:

The NHS CB could issue instructions on the format of ACPs or delay the release of key financial information that could require substantial modification of this plan for a plan.

Return on Investment:

Is part of the ACP.

Analysis of Key Issues:

ACP timetable. Appendix 2 of the attached sets out a timetable for producing the ACP.

ACP format: There will be 4 iterations of the ACP, see appendix 3:

- This Plan for a Plan document so stakeholders are informed in advance of timescales.
- A consultation presentation to encourage initial feedback in September /October.
- A written version which will include 2013/14 financial allocations to be completed in early January.
- A final version modified after the conclusions of 2013/14 contract negotiations to be completed by 31 March 2013.

CCG Annual calendar: This sets out likely key financial and contractual deadlines which are likely to be similar each year.

Annual Report and stakeholder meeting: the CCG is required to report annually to the public. The most appropriate time is after completion of the annual accounts by the end of June. This is an opportunity to get public feedback on the extent to which the CCG delivered against its previous years plan, to present its plan for the current year and be the first event in consulting for the subsequent years ACP.

Patient, Public and Stakeholder Involvement:

The plan for a plan make proposals to do this effectively.

Equality Impact:

Will be a component of the plan.

Financial Implications:

Will be a component of the plan

Approved by:

Human Resource Implications:

Will be a component of the plan

Approved by:

Procurement:

Individual elements of the plan may have procurement implications.

Approved by:

Key Words:

SIP, Annual Commissioning Plan