

Clinical Commissioning Group (CCG) Annual Planning Cycle

1.0 Purpose of the Report

To provide an update on the NHS Vale of York CCG's strategic planning process and provide an update on the current planning requirements.

2.0 Annual Planning Process

- 2.1 The Clinical Commissioning Group developed an annual 'Integrated Operational Plan' for 2013-14
<http://www.valeofyorkccg.nhs.uk/data/uploads/governing-body-papers/4-april-2013/item-6-operational-plan.pdf> . The Integrated Operational Plan sets out the priorities for work and includes the financial plans for the organisation.
- 2.2 Each programme of work within the plan has a named clinical lead and programme manager. The programme manager managed delivery against the plan on a day to day basis, including the financial position and identified risks. The progress on programmes of work is reported each week to Management Team and monthly to Committee. The Governing Body receives items on specific programmes of work throughout the year, and monitors the financial and performance position at each Governing Body meeting.
- 2.3 In addition to internal process, delivery against the Integrated Operational Plan is considered on a quarterly basis through the CCG Assurance Process with the senior management team at the Area Team of NHS England. Reports are also provided on progress against the Health and Well-Being Strategy for each Health and Well-Being Board in line with the agreed reporting process.
- 2.4 The plan for 2013-14 included around 120 commitments. The mid-year review of the Integrated Operational Plan for 2013-14 has been completed, and identified that as of September three quarters of the plan was in progress.

- 2.5 A key feature of the CCG activity for 2013-14 is to increase public and patient engagement. This has been embedded across each work programme, with consultation and engagement through the patient and public forum and specific events held across the Vale of York community on diabetes service redesign, long terms conditions and older people's services.

3.0 Partnership Arrangements

- 3.1 The NHS Vale of York CCG works closely with partners to deliver the commitments within the strategic plan and to drive forward improvements in services. Arrangements for working with key partners include:

1. Health and Well-Being Board and Sub-Groups	Strategic planning across health and well-being services	All partners
2. NHS Vale of York Governing Body	Governing Body of the CCG	CCG, Director of Public Health, Lay Members
3. CCG Assurance Framework	Review of the CCG's performance and financial position	CCG and Area Team
4. Collaborative Improvement Board	Performance review	CCG and Providers
5. Partnership Commissioning Unit Management Board	Management of the vulnerable adult, mental health and children's health services	North Yorkshire CCGs and Partnership Commissioning Unit
6. Contract Management Boards	Managing contract performance	CCG and Providers

7. Collaborative Transformation Board	Integration Agenda	CCG, Providers, Local Authority Healthwatch
8. Strategic Collaborative Commissioning Group	Pan-North Yorkshire CCG strategic discussions	North Yorkshire CCGs
9. Board to Board meetings	Strategic discussion and issue resolution	CCG and Providers CCG and Local Authority

4.0 Strategic Planning 2014 onwards

- 4.1 NHS bodies and the Local Authority received a letter on the 4th November outlining the strategic and operational planning arrangements over the next five years. There is an expectation to develop bold and transformational five-year strategic plans, supported by two-year detailed operational plans to address the current challenges and national drivers, such as the 'Call to Action' and 'Closing the Gap' reports. The final two year plan and the draft five year plan must be submitted, following local approvals, by the 4th April 2014. The 'unit of planning' for the five year strategic plans can be determined locally and confirmation on the proposed unit of planning was requested by mid- November.
- 4.2 NHS Vale of York CCG is currently working on the CCG boundaries as the 'Unit of Planning' for the five year plan, to allow for flexibility in approach across the three local authorities. This will enable the CCG to reflect the priorities of each of the Health and Well-Being Boards and the Integrated Transformation work. The development of the five year plan will be done in conjunction with the work on the Integration agenda.

5.0 Progress to Date

- 5.1 The strategic plan must reflect the needs of the local community and take account of key stakeholders, including the voluntary and community sector. The engagement events held to date have been analysed to identify key themes, and this has been combined with existing public consultation from partner agencies, including the City of York Council. An engagement plan is being finalised to ensure there are opportunities for the public to inform and influence the strategic planning.
- 5.2 The strategic plan will be developed in collaboration with key stakeholders. City of York Council representatives have been involved in the initial planning sessions held with the NHS Vale of York Governing Body and a wider stakeholder planning event is planned for January to discuss the emerging themes and priorities. The current proposed themes based on current performance, consultation feedback and transformational activity:
- Urgent Care
 - Mental Health
 - Primary Care
 - Planned Care
 - Children and Young People
 - Older People
 - Long Term Conditions
 - Cancer
- 5.3 Work is on-going to develop detailed proposals under these headings for discussion in the New Year. The Health and Well-Being Board has received updates on the development of the new plan, and will receive the draft plan for consideration and approval as part of the sign-off arrangements.

6.0 Next Steps

November – Mid-December	Analysis of data and initial prioritisation to develop a 'long list' of proposals Stakeholder engagement plan implemented Early work on 'levels of ambition' against the NHS Outcomes Framework
16 th December	Planning Guidance Issued and funding allocations
Mid-December – Mid- February	Consultation on emerging proposals Detailed prioritisation and financial planning Draft document developed
14 th February	Draft Submitted
Mid-February – End March	Finalising planning documents Contract negotiations and sign-off Approval and sign-off of plans.

Report Sponsor: Rachel Potts, Chief Operating Officer

Author: Lynette Smith, Head of Integrated Governance.