

North Wales

Regional Commissioning Board

Work Programme

2015 - 17

Risk Matrix:

Likelihood	Almost certain	A					
	Likely	B					
	Possible	C					
	Unlikely	D					
	Rare	E					
			5	4	3	2	1
			Very low	Low	Medium	High	Very high
			Impact				

Strategic Commissioning - (Linked to RPB objective: Maintain a sustainable Provider market)							
Outcome	Activity	Start Date	End Date	Lead	Current Position (11/12/17)	ACTIONS RAG	RISK
<p>Commissioning Partnership arrangements are formalised across the region</p> <p><i>(Linked to RPB objective: Work towards pooling of budgets)</i></p>	<p>The Regional Partnership Board is establishing an overarching Integration Agreement supplemented by section 33 agreements & Partnership Agreement for the Integrated Care Fund.</p> <p>Supportive commissioning activity may include developing:</p> <p>i) Contract & specification documents ii) Fee methodologies iii) Joint Health and Social Care quality monitoring tools iv) Procurement methodologies</p>	April 2017	April 2018	<p>Sponsor: Nicola Stubbins (DCC)</p> <p>Project Manager for Integration: Sharon Hinchcliffe</p>	<p>Monthly working group established – Integration Agreement agreed and to be signed off by all partners by end of December 2017.</p> <p>Ongoing workshops with WG regarding timelines and nature of pool (local / regional). N Wales appears to be ahead of other regions in regards to integrated commissioning development:</p> <p>i) PPA under revision & work commenced in Oct 2017 on producing service specification ii) 2018/9 fee methodology & CFW submission shared for local consultation / decision. iii) QMT developed and being piloted in Flintshire & Conwy</p>	Ongoing	C2
<p>The nursing & residential homes market is stabilised across the region</p> <ul style="list-style-type: none"> - Sufficient supply and choice to meet demand - Services are safe and offer quality of life - The number of homes in Escalating Concerns is minimised 	<p>Review of the Care Home Market for Older People (analysis of current market performance and risks, development of action plans). Action areas include:</p> <p>i. Maintain regional reporting system for quality & safety risks ii. Review Escalating Concerns procedures iii. Share learning & evidence of progress against OPC requirements from A Place to Call Home iv. Assess risks to market in relation to changing policy / legislation v. Review PPA & develop contract service specification vi. Ongoing review of Care Fees Methodology. vii. Publish a Market Position Statement</p>	Nov 2015	Ongoing	<p>Sponsors: OP Care Homes: Phil Gilroy (DCC), & Will Williams (BCUHB)</p> <p>Care Fees: Alwyn Jones & Val Attwood</p> <p>Project Managers: Maria Bell, Marianne Walmsley, Nicki Kenealy & Nicola Eccles</p>	<p>Monthly working group with Task & Finish groups undertaking actions. Risk Assessment & Work Programme in place (reviewed Dec 17).</p> <p>i) Monthly RAG report produced ii) Quality Management procedures (incl. EC) to be signed off by March 18 iii) Further feedback from OPC expected Jan 18 iv) Risk assessment updated for Dec 17 – additional risks re: implementation of RISCA, although draft shared rooms regulation has been amended based on feedback v) PPA under revision & work commenced in Oct 2017 on producing service specification vi) 2018/9 fee drafted; CFW submission under consideration vii) Final Draft MPS to be signed off by RCB at Feb 2018 meeting – depending on partners confirming future investment & development support intentions</p>	on track	A2

Strategic Commissioning							
Outcome	Activity	Start Date	End Date	Lead	Current Position (11/12/17)	ACTIONS RAG	RISK
The Domiciliary Care market is stabilised and providers are supported to develop their provision to meet the requirements of SS&WbA and RISCA	Commence programme of tendering for domiciliary framework	October 2017	March 2018	Phil Gilroy (PS) Maria Bell (PM)	<p>Tender to proceed in 4 phases:</p> <ul style="list-style-type: none"> - Adults Standard domiciliary care is ongoing and to be completed by Apr 18 <p>Subsequent:</p> <ul style="list-style-type: none"> - Childrens standard domiciliary care - Enhanced domiciliary care - Supported living <p>Market & tender risk assessment recently revised. Providers continue to report significant recruitment / retention difficulties.</p>	On track: Phase 1 tender commenced	B2
Suitable range of value for money residential care for Children and Young People and increasing capacity to meet existing and projected unmet need	<p>Establish an open Framework of Providers supporting Children & Young People in the following services:</p> <ul style="list-style-type: none"> i) Residential Care (with/out nursing) ii) Residential Care with Education iii) Clinical therapy within residential care <p>Stimulate capacity development within N Wales</p> <p>(THIS PROJECT CEASED IN DEC 2017)</p>	Re-start April 2017	April 2018	<p>Sponsor: Craig Macleod (on behalf of NWHoCS)</p> <p>Project Manager: John Williams</p>	<p>Heads of Children's Services have reprioritised the work programme due to significant placement challenges and inability of the market to respond.</p> <p>The 2018 work programme details revised priorities:</p> <ul style="list-style-type: none"> - Strengthen existing contract management with CYP care homes (regional PPA & local implementation) - Implement action plan for NFF - Appraise options for future delivery / commissioning and publish a market shaping statement. 	On track	B2

Strategic Commissioning							
Outcome	Activity	Start Date	End Date	Lead	Current Position (11/12/17)	ACTIONS RAG	RISK
Contract and Quality Management is efficient and effective and is joined up as far as possible across Health & Social Care	Oversee Framework contract and/or : 1. Adult Care Home pre-placement agreement 2. Approved Provider Lists (children and adults care homes and domiciliary care) 3. Framework contract for adults aged 18 – 65 with LD and/or MH issues (IHSCCCP)	Ongoing		1. Legal Special Interest Group 2. John Williams 3. Bethan Jones Edwards & Will Williams	1. Regional Care Home PPA template developed in April 2017 for local variation as required. Local variations are recorded and shared. CFW have given comments and legal advice has been obtained for areas where CFW have requested amendments. 2. Ongoing collaboration with 4C's; Project Team for NW CYP Care Home is now focussing on completion of the PPA & specification. 3. LA's have agreed not to use the national Framework to make placements at the current time. NW continues to engage with the National project. Will Williams & Bethan Jones Edwards represent the region in the Delivery Assurance Group.	Ongoing	B2
		Ongoing				Ongoing	
		Ongoing				Ongoing	
Maximise the wellbeing of the North Wales population.	1. Undertake a population needs analysis to meet the requirements of the Act and ensuring that there is the ability and capacity of local services to meet that need 2. Draft Area Plans in response to the Needs analysis		March 2018	Sarah Bartlett (PM)	1. Population Needs Assessment signed off and published. 2. Population Assessment Regional Planning (Area Plans) published in consultation draft	Completed	D4
						On track	
Maintain an oversight of other local, regional & national commissioning work	Receive reports/updates on regional commissioning work as required	Ongoing	Ongoing	1. Co-Chairs: Rob Smith & Morwenna Edwards	Maria Bell & Bethan Jones Edwards continue to attend and contribute to the work programme of the National Commissioning Board (and working groups), National Care Home Steering Group & Cost of Care Group	Ongoing	D4

Links to North Wales Workforce Board							
Support workforce development in priority commissioned services	Contribute to the development of the North Wales Social Care & Community Health Workforce Strategy	Dec 2015	Dec 2017	Regional Business Manager – Workforce (Alison Atkinson)	A consultation draft North Wales Social Care & Community Health Workforce Strategy has been published. Implementation plans are being further developed.	On track	B2

Completed Activity:

Establish the North Wales Commissioning Board						
Activity	T & F Group Members	Lead Person	Start Date	End Date	Detail / Progress	RAG
Agree membership for the Regional Board	N/A – Directors agreed membership via email	Morwena Edwards	July 2015	July 2015	Terms of reference detailing membership agreed in October 2015 Terms of reference under review by end April 2017	
Revise and agree Terms of Reference for the Regional Board	N/A	Morwena Edwards	July 2015	July 2015		
Formalise commissioning partnership arrangements: i) Commissioning statement ii) MoU / Partnership agreement	Co-chairs of the RCB, & Regional Business Manager (Commissioning)	Head of Regional Collaboration	Sept 2015	April 2016	Partnership Agreement drafted and circulated. No comments / amendments received from Partners. Signed off by all Partners by April 2016. Addendum (with additional content re: indemnity and risk sharing) circulated in late 2016; not all partners have signed and returned this.	
Stand down the North Wales Commissioning Hub Management Board	N/A	Morwena Edwards	July 2015	July 2015	Actioned	
Agree regional commissioning work programme	N/A	Morwena Edwards	July 2015	September 2015	Work Programme for 2015/7 agreed in October 2015 and reviewed at bimonthly Board Meetings	
Stabilisation and market development of Domiciliary Care	Phase 1: Agree outcome based commissioning model that delivers identified benefits	Project Manager	July 2013	Sept 2015	Completed at end of RCF grant period. Phase 2 agreed by Regional Commissioning Board in October 2015.	