

West Yorkshire & Harrogate Joint Committee of Clinical Commissioning Groups

Summary report			
Date of meeting: 5 September 2017		Agenda item: 18/2017	
Report title:		Joint Committee work plan	
Joint Committee sponsor:		Chair	
Clinical Lead:		N/A	
Author:		Ian Holmes, Director – Core Team	
Presenter:		Ian Holmes, Director – Core Team	
Purpose of report: (why is this being brought to the Committee?)			
Decision	✓	Comment	✓
Assurance			
Executive summary			
<p>Purpose</p> <p>The purpose of this paper is to provide an update to the Joint Committee of CCGs on a process to refresh the work plan. The Joint Committee is asked to approve the process set out below.</p> <p>Background</p> <p>The Joint Committee of CCGs has delegated authority from individual CCGs to take decisions on their behalf. A Memorandum of Understanding formalises the operation of the Joint Committee and the scope of the service areas this delegated is defined through a work plan that is agreed by individual CCGs.</p> <p>The existing work plan was developed at the end of 2016 and signed off by CCGs in early 2017. The work plan was high level given the relative immaturity of the work programmes. It included:</p> <ul style="list-style-type: none"> • Cancer • Hyper Acute Stroke Services • Mental Health • Urgent and Emergency Care • Standardisation of Commissioning Policies <p>Schedule 4 of the Memorandum of Understanding states that the work plan will be reviewed within the first six months of the operation of the Joint Committee.</p> <p>This process provides an opportunity refreshing the plan to provide greater details on the specific decisions that the Joint Committee might take.</p>			

Process

The proposed process for updating the plan is as follows:

- The Joint Committee governance team will work with the existing programmes listed above to update and sharpen the specific asks of the Joint Committee;
- A draft of the updated work plan will be discussed at the development session in October 2017;
- Subject to amendment and agreement the work plan will be shared with the individual CCGs for sign off;
- The work plan will be brought back to the Joint Committee in January 2018 for final sign off.

Recommendations and next steps

The Joint Committee is asked to agree the process for refreshing the work plan.

Delivering outcomes: describe how the report supports the delivery of STP outcomes (Health and wellbeing, care and quality, finance and efficiency)

The work plan focuses on delivery of key STP outcomes.

Impact assessment (please provide a brief description, or refer to the main body of the report)

Clinical outcomes:	A key element of the work plan and 'critical path' for Joint Committee decisions.
Public involvement:	As above.
Finance:	As above.
Risk:	The work plan will be adjusted to reflect risks to the delivery of STP outcomes.
Conflicts of interest:	Will be declared and managed as they relate to individual work plan items.