

Annual Governance Report
Easy Read part 7.
1st April 2019 – 31st March 2020



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Difficult words.

In this report any **difficult or unusual words will be in bold**. The meaning of these words will be explained at the end of the report



TAG / IFR panel

Treatment Advisory Group (TAG) / Individual Funding Request (IFR) Panel



TAG / IFR panel

The Treatment Advisory Group / Individual Funding Request panel makes sure the patient has a voice in local decisions about the funding of medicines and other treatments



TAG / IFR panel

This helps to make sure decisions are made rationally and reflect the CCG's **Effective Use of Resources Policy**.



TAG / IFR panel

Individuals have the right to have a decision explained where the local NHS decides not to fund a drug or treatment or where there is a clinical reason for not moving forward with a drug or treatment



TAG / IFR panel

The TAG process makes sure each request for individual funding is looked at in a fair and clear way. Decisions will be made following the best available evidence and in line with the CCG buying rules covering both health and social care impact.



TAG / IFR panel

The Treatment Advisory Group and Individual Funding Requests panel will make decisions about individual applications for treatment that are not normally bought by the CCG. Decisions will be made following the CCG's TAG rules.



TAG / IFR panel

The Group works to national guidance and the **Nolan principles of public life.**



TAG / IFR panel

The Group checks its own performance, membership and rules. Any resulting changes to the rules are okayed by the Governing Body.



TAG / IFR panel

The TAG panel can highlight for gaps in buying, this can help the CCG to buy treatments and medicines to help CCG buyers reduce the costs of numerous TAG requests.



TAG / IFR panel

This is checked by regular discussion at the **Clinical and Professional Advisory Panel** and any recommendations are reported to Governing Body and Integrated Commissioning Board



Locality Engagement Groups (LEGs)

Locality Engagement groups



The CCG has two Locality Engagement Groups, one for Heywood and Middleton and one for Rochdale.

Locality Engagement groups



Locality Engagement groups

Each Locality has a Clinical Lead and members from local GP practices. Each locality engagement group aims to help GP practices to influence and help deliver the key work and values of the CCG.



Locality Engagement groups

The meetings are supported by the CCG Clinical Chair and Clinical Leads, along with senior officers of the CCG, giving updates to the membership



Locality Engagement groups

Each practice can send one GP and one practice manager to the group meeting. The groups give a stage for the CCG to work in partnership with, and help, each locality practice in buying and delivery of services by sharing knowledge, best practice, resources and leading on key issues.



Locality Engagement groups

The groups help get input from practices to influence and deliver the CCGs vision, values and key work.



Locality Engagement groups

The groups join GP practices and the CCG allowing clinically-led, two-way talking. This makes sure locality and borough-wide messages are relayed to member practices and from practices back to the CCG.



Locality Engagement groups

The CCG also has a Members Development Programme (MDP) that supports the ongoing development of GP practices and promotes learning and development right through the organisation leading to improving services.



Locality Engagement groups

Highlights for the Locality Engagement Groups



Locality Engagement groups

Updates of the groups business were included with the Governing Body papers with the agreement that a separate report to the Governing Body would be made if needed



Locality Engagement groups

The two locality groups completed an annual self-check and can guarantee to Governing Body that CCG rules were followed.



Locality Engagement groups

Points from chats by clinicians are planned and linked to the Clinical and Professional Advisory Panel (CPAP) agenda items.



Locality Engagement groups

Members can feed into the Clinical Professional Advisory Panel. This makes sure GP colleagues have a say into the clinical buying of CCG paid for services.



Locality Engagement groups

Talking between **LEG** and **CPAP** has improved. The **LEG's** are given **CPAP** agenda items in advance, so they can be talked about to make sure clinicians can influence clinical buying and types of care



Locality Engagement groups

As **Primary Care Networks** grow, they will have a big part in dealing with the health and social care needs of their networks.



Locality Engagement groups

To make sure we grow input from GPs it is important we feedback from **CPAP** about how the GPs discussions have influenced decision making at that level.



Locality Engagement groups

The format of the **LEG's** should be examined to ensure input from the membership for each relevant agenda item and best use of time. Splitting the meeting into two parts to help clinicians and practice managers to input separately should be examined.



Primary Care Commissioning Committee

Primary Care Commissioning committee



Updates of Committee business and ratified minutes were included with the Governing Body papers.

Primary Care Commissioning committee



The Committee has done what it was meant to. One of the key achievements this year has been building the new **Primary Care Networks** (PCNS). This was a good example of wide joint working to ensure that the Networks established would work well for our Borough.

Primary Care Commissioning committee



Primary Care
Commissioning committee

Because of the work we have done the year the **Primary Care Commissioning Committee** can guarantee the required rules and tasks are being followed within NHS HMR CCG.



Primary Care
Commissioning committee



Primary Care Commissioning Committee highlights



Primary Care
Commissioning committee



Delivery of the primary care quality improvement scheme which makes sure each practice has an annual visit to help improvement



Primary Care
Commissioning committee

Building the **Primary Care Networks** (PCNs) and joint working with the **Integrated neighbourhood teams**



Primary Care
Commissioning committee

Growing the PCN building blocks, local relationships and joint working to ensure HMR can deliver the additional PCN work from 1 April 2020



Primary Care
Commissioning committee

Development of **Core +** contract to further improve partnership working and reduce variation across the Borough



Primary Care
Commissioning committee

Continued activities of the Primary Care Academy to grow our own workforce in **HMR**, grow and promote wider skill mix and extra job roles



Primary Care
Commissioning committee

Building commenced on the new Kirkholt site which will ensure a high-quality building is in place by Spring 2020



Primary Care
Commissioning committee

Greater emphasis on developing and support primary care as an important part of the **Local Care Organisation** to deliver place-based services



Primary Care
Commissioning committee

Further strengthen shared responsibility and rules between **Primary Care Networks (PCNs) and Integrated Neighbourhood Teams (INTs)**



Primary Care
Commissioning committee

Support primary care to grow variety of workforce roles, get the best skills and focus on neighbourhood working



Primary Care
Commissioning committee

Build a buildings plan to help the growth of place-based care



**Integrated commissioning
(Buying) Board**

Integrated Commissioning Board



The **Integrated Commissioning Board** is a joint committee of Rochdale Borough Council and HMR CCG. It looks after decisions about buying services that are paid for jointly by the CCG and RBC.

Integrated Commissioning Board



Integrated Commissioning Board

The voting members of the Integrated Commissioning Board are an Independent Chair and membership drawn from NHS HMR CCG and RBC which includes the following members:

HMR CCG

- Two lay members from Governing Body
- Clinical Chair
- Clinical Board member
- Healthwatch Rochdale representative as – non-voting member

RBC

- Cabinet member with responsibility for Adult Services
- Cabinet member with responsibility for Children's Services
- Cabinet member with responsibility for Health and Wellbeing
- Cabinet member with responsibility for Finance



Integrated Commissioning Board

Voting members are helped by the following advisors –

- RBC Chief Executive/HMR CCG Accountable Officer
- The Joint Director for Integrated Commissioning
- HMR CCG Director of Operations / Executive Nurse
- Chair of the Clinical and Professional Advisory Panel
- Chief Finance Officer – Health & Social Care Integration
- Programme Director Strategic Commissioning

RBC

- Director of Children's Services
- Director of Public Health and Wellbeing
- Chief Finance Officer
- Director of Resources
- Assistant Director Legal, Governance and Workforce



Members of the Integrated Commissioning Board obey the rules of the of the organisation they speak for.

Integrated Commissioning Board

Difficult or unusual words

Treatment Advisory Group (TAG) / Individual Funding Request (IFR)

Panel - makes decisions about individual applications for treatment that are not normally bought by the CCG and makes sure the patients voice can be heard in the process.

Governance – The rules used by an organisation to do business in the right way

Effective Use of Resources Policy. – a document describing the best ways to use resources such as buildings, money, people etc to make sure the resource lasts as long as possible and is used in the right way.

Clinical and Professional Advisory Panel - The Clinical and Professional Advisory Panel gives advice to the Governing Body, Integrated Commissioning Board and Partnership Forums. It looks after joined up buying business linked to the delivery of the plans of the CCG and RBC. It

makes sure clinical and professional advice is given across health, public health and social care.

LEG - Locality engagement group. A group for GPs and practice nurses to share information and ideas

Nolan principles of public life. - a set of rules that have been accepted as the right way to behave if you are in a public role. They are:

- Integrity - Holders of public office must not put themselves in a position where they try to wrongly gain influence for people or organisations. They should not act or take decisions to gain financial or other benefits for themselves, their family, or their friends.
- Objectivity - Holders of public office must act and take decisions impartially, using the best evidence.
- Accountability - Holders of public office must be willing to let their decisions and actions be checked by the public.
- Openness - Holders of public office should act and take decisions in an open and clear way.
- Honesty - Holders of public office should be truthful.
- Leadership - Holders of public office should show these principles in their own behaviour.

CPAP - Clinical and Professional Advisory Panel

Primary Care Commissioning Committee – The group that examines the buying of primary care services and the quality of services provided

Primary Care Networks – Groups of GP practices in an area that have joined together to work better for their patients

Integrated Neighbourhood teams – teams made up of different healthcare specialists that work around a group of GP practices

Core + - a system for improving quality at GP practices

Local Care Organisation- an organisation that groups together providers and buyers to deliver improved healthcare services for a local area

Integrated Commissioning Board - the group that makes sure all the services bought by the CCG and its partners are planned and bought in a joined-up way for better delivery