

BOARD PAPER - NHS ENGLAND

Title: Commissioning Support committee

Clearance:

Dame Moira Gibb, Chair of the Commissioning Support committee

Rosamond Roughton, National Director: Commissioning Development

Purpose of paper:

- To provide an update on discussions and actions following the Commissioning Support committee held in June.

Key issues and recommendations:

The committee has to date:

- overseen the assurance process for Commissioning Support Units (CSUs) over the period from December 2012 to June 2013, and continues to keep oversight of their performance through a balanced scorecard;
- guided the development of the strategy for the development of the market for commissioning support, published on 12 June, to ensure that all commissioners get access to high quality, affordable support;
- continued to shape the development of the second phase of this strategy, to enable the Board to meet the mandate requirement that hosting of CSUs by NHS England ends in 2016.

Actions required by Board Members:

The Board is asked to note the outcome of discussions and next steps from the Commissioning Support committee in June.

Commissioning Support committee

Context

1. The commissioning support committee has two key responsibilities:
 - To oversee **assurance** of Commissioning Support Units (CSUs), ensuring that:
 - all aspects of employment, finance, legal and corporate functions are properly delegated,
 - they are fit for purpose to deliver high quality services; and
 - they are fit for purpose to make the transition to stand alone.
 - To oversee **development** of CSUs, ensuring that:
 - they continuously improve in their ability to deliver high quality, cost effective services; and
 - they develop independence in line with the Board's market strategy for all commissioning support services and its externalisation strategy for NHS CSUs.
2. The committee has full delegated authority from the Board to decide how CSUs are governed, developed and assured during their transition to full independence.
3. It typically meets on a quarterly basis and comprises:
 - Three non-executive directors, one of whom is the Chair.
 - NHS England's national director, commissioning development.
 - NHS England's chief financial officer.
 - NHS England's national director, HR.
 - NHS England's national director for patients and information.
 - Director of CSU transition programme.
 - Director of commissioning support services strategy and market development.

Summary of discussions to date

4. The committee has met four times up to the end of June 2013.
5. A verbal update on discussions that took place at the December and February committees was provided by the committee Chair at the Board meeting on 28 February and can be found in the minutes of the Board meeting.
6. A verbal update following the Commissioning Support committee in April was provided at the Board meeting in May and can be found in the minutes of the Board meeting.
7. A summary of key discussions at June's committee is enclosed below.
 - Committee members discussed the high level principles and approach for supporting CSUs to become fully autonomous entities by April 2016 in line

with the mandate and recommended that the full strategy should be launched as a consultation in the autumn alongside a full impact assessment.

- Members noted the steps being undertaken in Surrey and Sussex to support CCGs in choosing an alternative supplier of commissioning support following the decision by CCGs that the services they were receiving from the CSU were not enabling them to deliver their strategic goals.
- Members noted the action plan and development proposals being put in place across NHS Anglia CSU following the operational issues identified at checkpoint four of assurance process.
- Committee members were provided with a summary of the latest performance information across the CSUs and key financial headlines, including the positive news that 14 CSUs had won new business to the value of £12.8m since the beginning of April 2013.

Actions required by Board Members

8. The Board is asked to note the outcome of discussions and next steps from the Commissioning Support committee in June.

Rosamond Roughton
National Director: Commissioning Development
July 2013