

Revised annual planning timetable 2015/16

In the *Forward View into Action: Planning for 2015/16 Monitor*, NHS England and the NHS Trust Development Authority (NTDA) set out a joint timetable for planning and contracting.

On 18 February 2015 Monitor and NHS England wrote to commissioners and providers with an update on the 2015/16 National Tariff, confirming that a new tariff will not be in place by 1 April 2015. Providers have been asked to decide by 4 March 2015 whether to opt for the Enhanced Tariff Option or the Default Tariff Rollover option.

As a result, commissioners and providers will need additional time to reflect these changes in their planning processes. A revised timetable for planning, contracting and dispute resolution in 2015/16 has therefore been agreed with Monitor and NTDA. This timetable is set out below.

In revising the timetable we have sought to:

- ensure that sufficient time is allowed before draft full plans are submitted;
- allow enough time between the draft and final plans for feedback to be responded to; and
- give due consideration to other commitments such as year-end accounting.

The final NHS Standard Contract will be issued shortly, together with an updated version of the 'Dispute Resolution Process' for 2015/16, with a revised timescale for unsigned contracts to enter the formal arbitration process. However, it remains essential that commissioners and providers make every effort to have signed contracts in place by 31 March 2015.

We believe that the revised planning timetable, although challenging, is achievable. It strikes the right balance between allowing as much time as possible for the formulation of robust plans, and recognises the need for plans to be in place and risk-assessed as early in the year as possible.

	Timetable item (applicable to all bodies unless specifically referenced)	Original timetable	Revised timetable
1	Contract negotiations	Jan – 11 Mar	Jan – 31 Mar
2	Contract tracker to be submitted each Thursday	From 29 Jan	From 29 Jan
3	Submission of draft activity plan data (NHS Trusts, NHS FTs (except distressed NHS FTs))	n/a	27 Feb
4	Submission of draft finance and activity plan data (CCGs, NHS England and distressed NHS FTs)	n/a	27 Feb

	Timetable item (applicable to all bodies unless specifically referenced)	Original timetable	Revised timetable
5	Confirmation by providers of chosen tariff option - ETO or DTR	n/a	4 Mar, 6pm
6	Resubmission of draft activity plan data (CCGs, NHS England)	n/a	13 Mar
7	Checkpoint for progress with planning measures and trajectories (CCGs, NHS England)	13 Feb	20 Mar
8	National contract stocktake – to check the status of contracts	20 Feb	27 Mar
9	Contract Signature Deadline	11 Mar	31 Mar
10	Full commissioner plans approved by Governing Bodies of CCGs Draft plans approved by NHS Trusts and NHS FTs	n/a	By 31 Mar
11	Post-contract signature deadline: where contracts not signed, local decisions to enter mediation*	25 Feb	1 Apr
12	Submission of full commissioner plans (CCGs, NHS England)** Submission of draft plans (NHS Trusts & NHS FTs)	27 Feb, noon	7 Apr, (noon)
13	Assurance of most recent plan submissions by national bodies	27 Feb – 30 Mar	7 Apr – 13 May
14	Checkpoint for progress with planning measures and trajectories (CCGs, NHS England)	6 Mar	14 Apr
15	Contracts signed post-mediation	11 Mar, noon	17 Apr, noon
16	Entry into arbitration where contracts not signed; and submission of Dispute Resolution Process paperwork*	11 Mar, noon	17 Apr, noon
17	Contract arbitration panels and / or hearings*	13 – 24 Mar	20 – 29 Apr
18	Arbitration outcomes notified to commissioners and providers*	By 25 Mar	By 30 Apr
19	Plans approved by Boards of NHS Trusts and FTs	By 31 Mar	By early May
20	Contract and schedule revisions reflecting arbitration findings completed and signed by both parties*	By 31 Mar	By 7 May
21	Submission of final plans (NHS Trusts & FTs) Commissioner plan refresh if required (CCGs and NHS England)**	10 Apr, noon	14 May, noon
22	Assurance and reconciliation of operational plans	From 10 Apr	From 14 May

*The dispute resolution process is non-mandatory for FTs - full guidance is available [here](#).

**There should be no reduction in surplus or increase in deficit for commissioners from the plans submitted on 7 April. Where commissioner plan submissions on 7 April are not based on agreed contracts, commissioners will need to ensure that mitigations are in place to manage any increase in planned provider spend identified between the submission of plans on 7 April and the refreshed version on 14 May.