

Agenda Item 17

Meeting: Buckinghamshire, Oxfordshire, and Berkshire West CCGs (BOB) Governing Bodies Meetings in Common (in public)

Date of Meeting	9 June 2022
Title of Paper	ICS Transition Update
Lead Director	Matthew Tait Deputy ICS lead BOB/ Director of CCG Transformation (Interim)
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Paper Type	Information / to note
Action Required	The Governing Body Members are asked to: note that the ICS development programme has delivered (or will deliver by 1 July) all transactional requirements to establish the Integrated Care Board on 1 July 2022.

Executive Summary

This paper is to provide Governing Bodies with a position on the progress of the work to establish the Integrated Care Board and transition to the Integrated Care System.

This paper sets out the summary progress position for the ICS development programme. Overall progress is good. Projections against the Readiness to Operate Statement show that all required actions are completed or set to be completed in time to establish the Integrated Care Board on 1 July 2022.

The ICS Development Board reviewed progress on technical assurance on transition on 25 May. As a part of this meeting the ICS Development Board in their oversight capacity for the establishment of the ICB were assured of progress and delivery. The final Readiness to Operate Statement will be submitted to the Regional Team on 10 June ahead of submission to the National Team on 17 June.

CCG Governing Body Members are invited to note the progress of the programme to establish the Integrated Care Board.

ICS Transition and Establishment of Integrated Care Board

1. Introduction

This report is provided to the CCGs Governing Bodies as a summary highlight of key aspects of progress and delivery towards establishment of the Integrated Care Board and transition to Integrated Care System.

It is specifically focussed on oversight of delivery of all required actions that will enable establishment of the ICB. This is to provide the CCG Governing Bodies with assurance that the ICS Development Programme has achieved all transactional requirements to establish the Integrated Care Board.

2. Background

The ICS Development Programme was established to advance and deliver all requirements that will enable the establishment of both an Integrated Care System and Integrated care Board across Buckinghamshire, Oxfordshire, and Berkshire West.

Throughout the ICS Development programme workstream Senior Responsible Owners and a dedicated programme team have worked with key guidance and documentation provided by NHS England and NHS Improvement. These documents set out both requirements and approval parameters applicable to all ICS areas in England.

As the programme has progressed regular reporting has been made to the ICS Development Board. The Board has provided oversight and challenge and supported some development of draft documentation and approaches. Governing Body representation is included in the Board Membership through clinical chairs and lay members. Regular updates have been provided to Governing Body meetings.

3. Readiness to Operate

The Readiness to Operate Statement is a summary list of key deliverables that must be completed prior to ICB establishment. This is used at the framework for progress of completion of the tasks included within the Due Diligence Checklists. Governing Body member may recall that the workplans for each of the delivery workstreams were developed to ensure timely delivery of all requirements included in these documents.

Regular reports on progress of delivery against the requirements as set out in the ROS have been made to NHSEI South East Regional team. Each ICS will submit the final Readiness to Operate statement to the Regional Team along with a draft statement of readiness on June 10. The Regional team will review and check this ahead of final formal signature on 17 June.

As at 1 June all requirements for readiness are showing as completed or on track to be completed prior to 1 July.

4. Progress Highlights

The following section highlights some of the key updates from the 3 main functional workstreams that have delivered the bulk of the key tasks in the critical path towards the ICB.

4.1. Governance

ICB Set Up

- Wide engagement on governance proposals undertaken to inform the development of the ICB Constitution
- Final draft ICB constitution was submitted to NHSE on 20 May; this was subsequently approved and will become part of the establishment order
- ICB Board composition finalised
 - Chair and Chief Executive in post
 - Five non-executive directors in post
 - Offers made for three chief officer (nursing, medical and finance) posts and interims currently in post
 - Nomination process started for partner members
 - Appointment process for mental health members started
- Committee structure for ICB agreed and work underway with NED Chairs and lead directors to finalise membership and terms of reference
- Finalisation of all the content of the governance handbook is the main focus for the coming weeks for publication on 1 July
- Arrangements for 1 July being finalised

Wider ICS Infrastructure

- For 2022/23 three Place Based Partnerships will be established as committees of the ICB, this enables delegation of ICB functions. The shape and form of the PBPs is expected to evolve.
- ICP working group established and work in hand to develop terms of reference and membership for wider discussion before formal sign-off through local authorities and ICB
- From 1 July ICP consisting of founder members will be in place

Effective transition from CCGs

- The governance teams have been working together for over 18 months so many processes aligned
- Single oversight of current CCG committees and processes (e.g., FOIs, complaints, legal cases) so that collated information will be handed over
- Close down report will be submitted to the three CCG Governing Bodies for their meeting on 9 June as part of the due diligence process

4.2. Finance

Key focus of the finance workstream is safe transition of people and property through completion of:

- Due Diligence checklist
- Readiness to Operate Statement
- ICB Establishment timeline

The workstream is on track for completion of the tasks identified within the documents outlined above will enable our current AO to give written assurance on 17th June 2022 from the 3 dissolving CCGs to the new ICB that robust due diligence has been undertaken.

Key finance highlights

SBS Go Live - We are working in conjunction with SBS to undertake the required workplan to achieve the SBS Go Live for the new ICB on 1 July 2022 and are on track to deliver against the plan for the Go/No Go decision due on 16 June 2022.

POD Delegation – Safe delegation of Pharmacy, Optometry and Dental Services from NHSE/I to BOB ICB through completion of delegation of Pharmacy, Optometry and Dental Services to ICBs Project Plan. The workstream is on track for completion of the tasks identified within the documents outlined above for submission to NHSE/I on 6th June 2022

Payroll/ESR – We are working in conjunction with the HR & OD workstream to ensure Payroll and the ESR system is in place for the new ICB on 1st July 2022 and are on track for completion of the tasks required to deliver

4.3. HR and OD

The staff ICB TUPE consultation closed on 3 May 2022. A large amount of feedback was received, which has been collated thematically and responses are being prepared and will be shared with staff in the consultation outcome documents at the end of May.

TUPE confirmation letters will be sent to all staff in scope confirming their transfer and any 'measures' (i.e., changes as a result of the transfer).

Due diligence and employee liability information is being finalised in accordance with national guidance and TUPE legislation, as part of Readiness to Operate assurance processes for the Bob CCGs and NHSEI Region.

Day 1 HR&OD preparation is on-track in terms of planning for papers for the inaugural Remuneration Committee and associated governance committees.

5. ICP Strategy Development

The Strategy Steering Group met for the first time in May, it was well attended with all partner members sending a representative to the group. The strategy development is in preparatory phase ahead of the ICP and ICB being established in July.

Work is underway to review and understand current Health and Wellbeing Board strategies, develop an ICS level fact pack to support the joint needs assessments in Place and develop an approach to engagement and communication. The associated DHSC guidance is due to be published in July and this will inform the approach and the strategy away day.

6. Programme close down

The ICS Development Board discussed a programme closure report and a mechanism by which tasks and actions that will continue past 1 July can continue to be reported and monitored in the ICB Governance and architecture.

The programme team will organise this post 1 July and ensure that lessons learned are taken into the ICB.