

Mandate

1. Introduction

The purpose of this document is to set out the agreed mandate to operate as determined by the Western Locality of NHS NEW Devon CCG to the Western Planning and Delivery Unit.

The CCG Governing Body has delegated a number of functions to the Western Locality Board. These are set out in the Scheme of Reservation and Delegation of the CCG [Constitution](#).

Implicit within this document is the expectation that the Western Planning and Delivery Unit will support the CCG to exercise its functions as determined under the 2006 Act, as amended by the 21012 Act and General Duties (as laid out in the CCG Constitution).

2. Authority to act

The CCG's Scheme of Reservation and Delegation sets out the authority to act of the respective bodies and individuals.

The CCG Governing Body has delegated the following to Locality Boards:

- Make commissioning, decommissioning and service change decisions which meet the needs for and behalf of the local population and in line with the Commissioning Strategy and Scheme of Reservation and Delegation.
- Make arrangements to secure public involvement in the planning, development and consideration of proposals for changes and decisions affecting the operation of commissioning arrangements.

The CCG remains accountable for all of its functions, including those that it has delegated.

The Western Planning and Delivery Unit Executive (WPDU Executive) will act on behalf of the Western Locality Board and are mandated by the boards to undertake the following in order to fulfil the delegation from the Governing Body:

- Plan a local service plan aligned with the CCG Strategic Framework
- Develop an Annual Delivery Plan setting out the accountability agreement and therefore the CCG Operating Plan and commissioning intentions
- Plan & negotiate Provider contracts (excluding Primary Care) and manage in year performance – quality, activity and finance
- Manage primary care referrals (supported by DRSS)

- Delivery of attributed QIPP
- Ensure any appropriate delegated running costs are deployed effectively
- Establish appropriate partnership arrangements with local authorities and other organisations including Better Care Fund (BCF)
- Establish effective local governance arrangements to effectively discharge the Planning Unit's responsibilities (including working arrangements with Locality Board(s))

The WPDU is responsible for the following key functions:

1. Risk and performance management
2. Key provider contracts
3. Local Authority relationships
4. Integration-interface management
5. SRG leadership and management
6. Local System escalation
7. Activity planning
8. Primary care development
9. Commissioning Budgets
10. Local delivery of key schemes

3. Reporting

The WPDU Executive will report progress and provide assurance to the Western Locality Board on a regular basis.

Signed by

**Clinical Chair
Western Locality Board**

Date:

Due for review: No Later than 31 December 2018

Ratification: November 2017