Title

The group shall be known as the National Commissioning Board (‘the NCB’)

Aims

- To play a central role in building vision and setting a national direction for the commissioning of social care and wellbeing
- To work with partners to provide a coherent approach to improving commissioning and procurement practice and share good practice across the regions
- To promote the effective integration of commissioning between local authorities and health boards with robust governance arrangements where this will improve outcomes for individuals and make more effective use of resources
- To create a conducive climate, with appropriate mechanisms for constructive engagement between commissioners and providers in order to secure the most effective services to respond to needs of vulnerable people
- To advise key stakeholders on the resources required to deliver effective commissioning for sustainable care services, including up-skilling the workforce
- To support the delivery of the Local Government and Health Board Implementation Plans

Objectives

1. To have oversight of commissioning activity across Wales and support effective coordination and communication between commissioning organisations and providers at national, regional and local levels
2. To have oversight of social care procurement activity across Wales to ensure that the procurement of services for which a need has been identified is as cost-efficient, consistent and streamlined as possible.
3. To build and promote clear best practice delivery models for commissioners to promote
4. To support the development, wherever possible, of common and collaborative approaches to commissioning across agencies, engaging with people who use services and carers as appropriate
5. To support the continued development of new and sustainable infrastructure for wide-ranging regional commissioning, ensuring that opportunities for collaboration are acted upon
6. To facilitate meaningful dialogue with commissioners and providers to build a clear picture of current markets and recommend where these
need to be reshaped to achieve the best outcomes for service users and carers
7. Manage the commissioner provider interface through a re-launched concordat with providers
8. To promote constructive co-productive engagement between all stakeholders in the commissioning process, including providers, users and carers to support the development of citizen-centred services
9. To work towards the development of a market intelligence facility for Wales

Role of the Board

Whilst the Board will have no direct authority to determine the work programmes of individual local authorities, local health boards or regional collaborative networks, it will seek to promote a coherent approach to commissioning practice and the collation of good practice across the regions.

The Board will provide/ nominate leads as appropriate, to liaise with and support the delivery of appointed task and finish groups/project boards.

The Board will ensure that its work programme is aligned with other relevant work streams (Welsh Government, Local Government, Health Boards), to ensure that work streams of related stakeholder groups compliment and do not duplicate the work plan of the Board.

The Board will provide information on progress to the ADSS, WLGA, Health Boards and other related stakeholder groups.

Governance Arrangements

Members of the Board will report to the groups/ organisations they represent. The Board itself will report via the Local Government Implementation Board to the National Partnership Board and the Strategic Leadership Group as appropriate. It will also report to the NHS Chief Executives Group.

Membership (28)

There will also be representation through individual projects.

Local Authority

- ADSS lead Directors - Commissioning
- Head of Adult Services
- Head of Children’s Services
- Housing Lead (depending on programme of work)
Local Health Boards

- Chief Executive
- Director of Complex Care
- National Collaborative Commissioning: Integrated Health & Social Care Commissioning
- Director of Primary & Community Health Services or Director of Planning

Regional Partnership Boards – One representative from each board. These individuals represent their partnership boards and not their employers.

- Cardiff and the Vale of Glamorgan
- Cwm Taf
- Gwent
- North Wales
- Powys
- West Wales
- Western Bay

Welsh Government

- Deputy Director for Social Services & Integration
- Policy Lead Integration & Commissioning
- Housing (depending on program of work)

Key Stakeholders – Representative

- Care & Social Services Inspectorate for Wales
- Social Care Wales
- Public Health Wales, 1000 Lives
- WCVA
- Wales Procurement Officers?
- UKHCA
- Care Forum Wales

Manager National Commissioning Board & Administrative Support Officer

Roles and Responsibilities
Members will be expected to:

- Consult with and feedback to representative organisations
- Adhere to these terms of reference; show commitment to achieving the aims of the Board through constructive working, support and openly sharing information and best practice
• Declare any real or perceived conflict of interest that may arise during their membership of the Board

**Chair**

Co – Chair arrangements between ADSS lead Directors, Commissioning and NHS Chief Executive. The Chair will report progress and any recommendations to the Local Government Implementation Board and NHS Executives.

**Administrative Support**

For a determined initial period, the ADSS will provide administrative support and be responsible for:

- Providing support for the chair
- Arranging meetings, venues, refreshments, support material, etc.
- Circulating papers to Board Members
- Recording minutes, attendance at meetings and action points agreed
- Collating requests for information and processing
- Progressing reports, activities agreed, etc.
- Preparing a forward plan, meetings diary, etc.

**Meetings**

It is proposed that the Board will meet bi-monthly. The Board may co-opt additional members as appropriate to support the work programme.

Advisors/observers will be able to contribute to the proceedings at the discretion of the Chair.

**Budget**

For discussion with Welsh Government and Public Health Wales.