



Agenda Item No:

15

Report to:	Humber and North Yorkshire Integrated Care Board
Date of Meeting:	13 March 2024
Subject:	Operational Plan 2024/25 - Overview
Director Sponsor:	Amanda Bloor, Deputy Chief Executive Jane Hazelgrave, Director of Finance
Author:	Shaun Jones, Director of Planning and Performance Shaun Boffey, Head of Planning and Performance
STATUS OF THE REPORT:	
Approve <input type="checkbox"/> Discuss <input type="checkbox"/> Assurance <input type="checkbox"/> Information <input checked="" type="checkbox"/> A Regulatory Requirement <input type="checkbox"/>	

SUMMARY OF REPORT:

The NHS national Operational Planning process for 2024/25 is operating differently to previous years for a variety of reasons. As a result, the timelines and associated requirements have a more incremental dimension to them for 2024/25.

The key timelines for delivering the 2024/25 operating plan are; first high level submission 27th February, first full submission 21st March, final submission with full narrative 2nd May.

The first deadline has been achieved. The high level flash return was submitted on the 27th February 2024. This submission showed planned delivery of the Urgent Emergency Care, cancer 62 days, 65 week waiting list and General & Acute Beds required performance. However, it showed an increased workforce and a financial plan that required further work.

The next submission is the first full plan submission on the 21st March 2024. Information to support this submission has been requested from all sectors, and for this to be returned by 11th March. These plans will then be triangulated with finance and workforce and form a submission that will be presented to the ICB Executive on the 19th March and shared with Board members at its April meeting. It is expected that plans will factor in feedback from the February submission.

RECOMMENDATIONS:

Members are asked to:

- i) Note the current status and timelines of the NHS national 2024/25 Financial and Operational Planning process;
- ii) Request that a more detailed report is presented at the next meeting, giving further details of the draft plan submission, and associated risks and mitigations, made on March 21st 2024.

ICB STRATEGIC OBJECTIVE

Managing Today	<input checked="" type="checkbox"/>
Managing Tomorrow	<input type="checkbox"/>
Enabling the Effective Operation of the Organisation	<input type="checkbox"/>

IMPLICATIONS

Finance	The submission of the Financial and Operational Plans for 2024/25 will have significant financial implications for the work for the ICB and its partners in 2024/25.
Quality	The consideration of patient safety and quality issues is an important underlying factor in developing the plans for 2024/25.
HR	There are no explicit HR implications of this report, though the workforce plans will set out what workforce is required to support the delivery of the plans.
Legal / Regulatory	There are no legal or regulatory implications.
Data Protection / IG	There are no explicit data protection or IG implications.
Health inequality / equality	The tackling of health inequalities will be an underpinning consideration in terms of the HNY plans for 2024/25
Conflict of Interest Aspects	Not applicable
Sustainability	Not an explicit area of consideration

ASSESSED RISK:

There are a number of assessed risks associated with the development and assurance of the plans for 2024/25 and these will be worked through as the various iterations of the plans are further developed.

MONITORING AND ASSURANCE:

The Plans will be subject to extensive internal and external assurance processes and will be adjusted accordingly.

ENGAGEMENT:

A number of stakeholders will be engaged to develop and refine the plans through a variety of different means.

REPORT EXEMPT FROM PUBLIC DISCLOSURE

No Yes

If yes, please detail the specific grounds for exemption.

Operational Plan 2024/25 - Overview

1. INTRODUCTION

- 1.1. The following paper will briefly summarise the current position in regards to operational planning for 2024/25, and the planned next steps.

2. BACKGROUND

The ICB annual operating plan pulls together an overarching plan for the system, that covers performance, workforce and finance and also acute, primary, community, and mental health services.

It is a response to national annual planning guidance that set out the priorities and expectations of the Department of Health for the coming year.

The NHS national Operational Planning process for 2024/25 is operating differently to previous years for a variety of reasons. As a result, the timelines and associated requirements have a more incremental dimension to them for 2024/25.

At the time of writing, the full planning guidance for 2024/25 has not been released; it is expected to be shared week commencing 11th March. In lieu of the full guidance, communication has been shared with the ICB setting out likely priorities, along with templates for completion and submission in the March return.

3. 2024/25 Operating Plan

The key timelines for delivering the 2024/25 operating plan are set out below:

Date	
27 th February 2024	Submit Flash Report of high level priorities
1 st March	Circulate submission guidance and template – Deadline for completion 11 th March
First two weeks of March	Hold Planned Stock Take Meetings with Place and Provider Leads
March 11 th	Circulate full planning guidance – including Narrative expectations
March 11 th – 18 th	Receive completed full planning template, and undertake collation and triangulation of performance, finance and workforce into an ICB narrative
March 18 th	First Full Plans presented to Exec Director leads – template and narrative cover sheet
March 19 th	First Full Plan presented to ICB Executive
March 21 st	First Full Plan submitted
March 19 th - April 8 th	Triangulation from the Planned Stock take sessions are worked through and narrative initiated
April 8 th	Receipt of full functional template completed and returned to ICB ready for collation and review
April 8 th – April 22 nd	Collation at ICB level of plans and final assessment and triangulation and feedback where required
April 23 rd	Presentation of the final plan to ICB Executive
May 2 nd	Full Plan submitted with narrative

- 3.1. The approach taken to pulling together the annual plan includes identifying a workforce, finance and planning lead who will work closely with the provider collaborative leads to pull together the plan. The governance includes weekly collaborative planning meetings, weekly operational planning leads meetings, fortnightly meetings with place planning leads and a fortnightly Executive Director chaired Steering group meeting.

- 3.2. Along with the planning meetings, four planned stock take meetings have been booked for the first two weeks of March, where provider and place leads will describe the current forecast for 2024/25 delivery and raise any risks and discuss transformational opportunities to bridge the gap.
- 3.3. The first deadline has been achieved. The high level flash return for February 29th was submitted to our regional colleagues on the 27th February as required. This submission showed expected delivery of the Urgent Emergency Care, cancer 62 days, 65 week waiting list and General & Acute Beds required performance. However, it showed an increased workforce and a financial plan requiring further work-
- 3.4. The next submission is the first full plan submission on the 21st March. Information to support this submission has been requested from all sectors, and for this to be returned by 11th March. These plans will then be triangulated with finance and workforce and form a submission that will be presented to the ICB Executive on the 19th March. It is expected that plans will factor in feedback from the February submission.
- 3.5. Following the first full submission, final plans will be worked up and submitted on the 2nd May.
- 3.6. By involving all sectors and by working with collaboratives and place leads, we are working to ensure the final operating plan benefits from cross sector working and transformation; as the patients do not sit in silo's, therefore neither will the ICB plan.

4. CONCLUSION

- 4.1. The ICB has met the deadline for the first submitted high level plan. The planning leads are now working toward the second submission on the 21st March, and bridging the gap between Finance, Workforce and performance delivery.

5. RECOMMENDATIONS

- 5.1. Members are asked to:

- i) Note the current status and timelines of the NHS national 2024/25 Financial and Operational Planning process;
- ii) Request that a more detailed report is presented at the next meeting, giving further details of the draft plan submission, including the key risks and mitigations, made on March 21st 2024