

LPC Self Evaluation 2015-17 Assessment Status

Gloucestershire LPC (Self-Evaluation)

Business and Strategic Planning

Assessment Criteria	Status
Strategic Plan	Green Level: Good
Commentary Strategic plan 2017-18 published on website (About Us/Governance) Rebecca Myers and Fiona Castle to update strategic plan to prepare draft for 2018-22 to bring to committee in May 2018	
Work Programme	Green Level: Good
Commentary Work plan documented on Monday.com. Review process commenced with March 2018 meeting and to continue going forward	

Governance

Assessment Criteria	Status
Written Governance Arrangements	Amber: Potential Concerns
Commentary Fiona Castle to draft Governance Policies and procedures based on work in Wiltshire to bring to committee for approval in May 2018. Governance lead to be reviewed	
Declarations of interest	Amber: Potential Concerns
Commentary Although the declarations of interest are published with each meeting and on website, there is no formal confirmation of accuracy on a regular basis. Additional "confirm" column to be added to document circulated at each meeting	
Chief Officer	Amber: Potential Concerns
Commentary Role of Chief Officer now split into "Partnerships Manager" and "Operational Integrity Manager" - contract for recently recruited Partnerships Manager awaiting signature. Potential to move directly to Exemplary when this resolved. Contract to be printed and presented for signature at Exec meeting April 2018. Role for review again following resignation of Operational Integrity Manager	
LPC reporting	Purple Level: Exemplary
LPC Minutes	Purple Level: Exemplary
Chief Officer and Treasurer Roles	Purple Level: Exemplary

LPC Management and Structure

Assessment Criteria	Status
Operational Capacity	Green Level: Good
Commentary Capacity review during 2016 lead to recruitment of Partnerships Manager and Support Officer April 2017 Reviewed for budget purposes March 2018 Further review required following resignation of Operational Integrity Manager	
Capability and Expertise	Purple Level: Exemplary

Commentary

Partnerships manager recruited April 2017 to secure capability and expertise.

Size and Structure	Purple Level: Exemplary
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Commentary

Relationship with Swindon and Wiltshire LPC reviewed by both committees and it was identified that the existing structures are the most appropriate for the geography and relationships in place

Working Together to Support Capacity	Green Level: Good
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Members' Competence	Purple Level: Exemplary
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Commentary

A number of LPC members attended PSNC members Day May 2017

PSNC Regional Representative	Purple Level: Exemplary
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Commentary

Regional representative is the committee Chairman. Agenda slot at each meeting for update

Regional LPC Meetings	Purple Level: Exemplary
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Financial Management

Assessment Criteria

Status

Budget	Green Level: Good
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Expenditure	Green Level: Good
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Reserves	Purple Level: Exemplary
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Commentary

Levy holiday applied March 2018

Expenses	Green Level: Good
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Commentary

Expenses report was presented in November 2017

Communication

Assessment Criteria

Status

Communication Mechanisms	Purple Level: Exemplary
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Informing contractors about commissioning matters	Purple Level: Exemplary
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Press relations	Purple Level: Exemplary
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Commentary

Press release supporting use of Minor Ailments Scheme for Hay Fever released May 2017

Contractor passive engagement	Purple Level: Exemplary
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Contractor proactive engagement	Purple Level: Exemplary
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Commentary

Committee has employed a Support Officer and Partnerships Officer from April 2017 who will develop the pro-active engagement with contractors

Contract Development

Assessment Criteria

Status

Essential level	Purple Level: Exemplary
Advanced level	Green Level: Good
Commentary	
Agreed March 2018 to receive Advanced Services report as part of standing items	
Commissioning Environment for Local Services	Green Level: Good
Negotiation of Local services	Purple Level: Exemplary
Supporting Delivery of Local Services	Purple Level: Exemplary

Stakeholder Relationships

Assessment Criteria	Status
Needs Assessments and Strategic Plans	Purple Level: Exemplary
Patients and Representatives	Green Level: Good
Commentary	
Partnerships Manager employed and this dialogue should be established (Sept 2017)	
Other Professionals	Purple Level: Exemplary
NHS England Area Team	Purple Level: Exemplary
Local Authorities	Purple Level: Exemplary
Clinical Commissioning Groups	Purple Level: Exemplary