



Herefordshire  
Primary Care Trust



**Compact**  
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## Compact Code – Implementation Plan As at September 2006

Undertaking	Completion Date	Priority H/M/L	Lead Agency	Lead Officer	Timeline
<b>Put an implementation plan in place, bringing together all the action points in the Code, and including a programme of events to prepare organisations for implementation</b>	June-Sep 2006	<b>H</b>	PCT/HC/Alliance through CCIG	Compact Officer	<ul style="list-style-type: none"> <li>- Use template as basis for publication with (i) interim guidance FAQs and (ii) qualifying statements</li> <li>- Agree checklist for November 06 review of contracts by October 06</li> <li>- Learning events between September and December 2006</li> </ul>
<b>Publish commissioning plans for all services by April 2007</b>	From April 2007 and to be completed no later than April 2008	<b>M</b>	PCT/HC	Paul Ryan Jean Howard David Rudge Compact Officer	<ul style="list-style-type: none"> <li>- Publish progress on plans with implementation action plan June 2006</li> <li>- Time testing and phasing of contracts</li> </ul>
<b>Publish a Code of Good Practice on Policy Development, Service Design and Consultation by April 2007</b>	April 2007	<b>M</b>	PCT/HC/Alliance through CCIG	Compact Officer	To begin Autumn 2006

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<b>Funders will, whenever practicable, introduce longer term contracts, normally three years, from April 2006</b>	From April 2006 and to be completed by April 2008	<b>H</b>	PCT/HC	Paul Ryan David Rudge Richard Watson Ros Hatherill	Compile contracts database by July 2006
<b>Further work will be undertaken to ensure that both the procurement process and the contracts used are the most suitable for the purpose</b>	April 2007	<b>Procurement H</b> <b>Model contract L</b>	PCT/HC/Alliance through CCIG	Paul Ryan David Rudge Martin Smith Compact Officer	- Procurement actions to begin Autumn 2006  - Introduce Standard Contract (Part A) from April 2008
<b>Draw up policies for the appropriate use of grants for funding health and care services</b>	April 2007	<b>L</b>	PCT	Paul Ryan Jean Howard Impact team	By September 2006
<b>Publicise grant programmes in advance and agree a timetable for doing so</b>	April 2007	<b>L</b>	PCT	Paul Ryan Andrew Nash Karen Stanton	Publish by 30 November 2006 for 2007/08



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<b>Agree a method for calculating full cost recovery</b>	November 2006	<b>H</b>	PCT/HC/Alliance	Compact Officer Andrew Nash	- Group to consider 'Full Cost Recovery' paper July 2006 - Topic for themed learning events Autumn 2006
<b>Agree a way of identifying 'added value' and how to incorporate this into procurement and contracts</b>	November 2006	<b>H</b>	Alliance	Compact Officer	
<b>Identify risks and how they are to be allocated in contracts</b>	November 2006	<b>H</b>	PCT/HC/Alliance	Compact Officer	- Work allied to full cost recovery - Topic for themed learning events
<b>Agree the terms of payments in advance of expenditure</b>	December 2006	<b>H</b>	PCT/HC/Alliance	Paul Ryan Andrew Nash David Rudge Gerry Harrison Ros Hatherill Compact Officer	- Agree a statement on current practice - Check practice against principle case by case Review Nov 2006
<b>Agree a model for allocating overhead costs</b>	November 2006	<b>H</b>	PCT/HC/Alliance	Compact Officer	- Work linked to full cost recovery, see above

Undertaking	Completion Date	Priority H/M/L	Lead Agency	Lead Officer	Timeline
<b>Work together to reduce transaction costs</b>	April 2007	<b>M</b>	PCT/HC/Alliance	David Rudge Jill Jones Gerry Harrison Ros Hatherill Compact Officer	- Subgroup to convene and identify issues and training needs
<b>Issue guidelines for managing the transitional period</b>	June 2006	<b>H</b>	PCT/HC/Alliance	Compact Officer	-Summary Statement issued Mar 2006 - Publish FAQs with Implementation Plan June 2006
<b>Put in place appropriate mechanisms for the monitoring and review of the code</b>	December 2006	<b>H</b>	PCT/HC/Alliance via Compact Working Group	To be agreed	To be agreed
<b>Spread the good practice embodied in the code</b>	Ongoing	<b>M</b>	All	CCIG group members and their organisations	