DRAFT

## PHASE 1 SCOPING EXERCISE

 APPROX 4 WEEKSDEFINE STRATEGIC OBJECTIVES AND DENTIFY SERVICE AIMS IN A WAY CONSISTENT WITH LEGISLATION AND/OR BCBC, REGIONAL AND NATIONAL STRATEGIES AND BEST PRACTICE

REFER TO POPULATION ASSESSMENT AND CONSIDER STATUTORY DUTIES

ESSENTIALLY - WHAT DO WE WANT THE SERVICE(S) TO DO AND WHAT IS IN the scope of the PROJECT BCBC COMMISSIONING
AND MANAGEMENT TEAMS TO MEET TO AGREE AND SIGN OFF PROJECT BRIEF

AGREE TIMELINE FOR
PHASES
OUTPUT
PROJECT BRIEF

PHASE 2
MAPPING EXERCISE APPROX 2-4 WEEKS

UNDERTAKE BASELINE MAPPING EXERCISE

ESTABLISH 'WHO', 'WHAT AND 'WHERE' FOR THE CURRENT PROVISION IN THE BRIDGEND AREA

ESTABLISH LOCAL AUTHORITY, HEALTH, THIRD SECTOR,
COMMUNITY PROVISION RELATIVE TO THE PROJECT BRIEF

## OUTPUT

MAPPING TOOL COMPLETED, CURREN PROVISION IDENTIFIED

PHASE 3 STAKEHOLDER ANALYSIS APPROX 4 WEEKS

IDENTIFY STAKEHOLDERS AND IF APPROPRIATE IDENTIFY WITHIN MH, LD OP Phys Dis, SM MH, LD, OP, etc

DECIDE ON STRATEGY FOR STAKEHOLDER APPROPRIATE WITHIN FUNCTIONAL AREAS. DECIDE ON MEDIUM FOR ENGAGEMENT -
STAKEHOLDER EVENTS,
QUESTIONAIRRES, ONLINE JESTIONAIRRES, ONLINE CONSULTATION,
PROVIDER ENGAGEMENT
CONSIDER E
CONSIDER ENGAGING WITH BRIDGEND CITIZENS

PANEL
DEVELOP STAKEHOLDER STRATEGY - WHAT DO WE WANT TO ASK, FROM WHO AND WHEN.

NOTE - NEEDS MAY DIFFER BY FUNCTIONAL AREAS.

CONSIDER WELSH LANGUAGE COMPLIANCE
IN RELATION TO THE
STRATEGY
OUTPUT
STAKEHOLDER STRATEGY AND TIMETABLE

PHASE 4 ENGAGEMENT PERIOD
APPROX 12 WEEKS

STAKEHOLDERS MAY BE INDIVIDUALS IN SERVICES, AND EXISTING
PROVIDERS, WORKING
GROUPS, FORUMS,
COMMISSIONERS,
COMMUNITIES AND
SERVICE USERS

IMPLEMENT STAKEHOLDER STRATEGY AND CONSIDER BCBC PUBLIC ENGAGEMENT GUIDANCE POLICY ENGAGE THROUGH STAKEHOLDER EVENTS, CONSULTATION EXERCISE ETC

CONSIDER GATHERING RESPONSES BY FUNCTIONAL AREAS SO THAT OUTCOMES FOR NDIVIDUALS MAY BE

## OUTPUT

STAKEHOLDER RESPONSE REPORT OR SUMMARY

PHASE 5
'MAP \& GAP' \&
OPTIONS APPRAISAL
APPROх 6 то 8 WEEKS
PHASE 5
'MAP \& GAP' \&
OPTIONS APPRAISAL
APPROх 6 TО 8 WEEKS
PHASE 5
'MAP \& GAP' \&
OPTIONS APPRAISAL
APPROх 6 TО 8 WEEKS
PHASE 5
'MAP \& GAP' \&
OPTIONS APPRAISAL
APPROх 6 TО 8 WEEKS


GATHER AND ANALYSE DATA AND UNDERTAKE BASED ON WHAT IS KNOWN FROM PHASES 1 4.

IDENTIFY BEST PRACTICE AROUND SERVICE MODELS AND WHICH models can best meet OUTCOMES FROM PHASE ${ }^{4} \stackrel{4}{4}$ TAKEHOLDER WORKING ROUP AND CO-PRODUC OPTIONS PAPER SO EECISIONS ON SERVICE
-
UNDERTAKE EQUALITY IMPACT ASSESSMENT (EIA) \& CONSIDER WELS ANGUAGE COMPLIANC IN MODELS

PRESENT OPTIONS PAPER TO BCBC MANAGEMENT AND INCLUDE NARRATIVE ON RELATIVE STRENGTHS AND WEAKNESSES OF EACH MODEL
ESTABLISH LIKELY COSTS - DO SERVICE MODEL(S) MEET MTFS?

OUTPUT
OPTIONS PAPER AND DECISIONS FOR PROCUREMENT

## PHASE 6

PRE-PROCUREMENT WORK PROX6.8 WEEKS

KEHOLDER WOR GROUP \& PROCUREMEN ${ }^{\top}$

TEAM
DECIDE ON LEAD OFICER(S) FO PROCUREMENT

CO-PRODUCE FULL
SPECIFICATIONS BY
ENGAGING WITH
WORKING GROUP
FIRM UP THE FUNDEMENTALS OF HOW

THE SERVICE WILL
FLOWCHART)
AGREE TIMELINE FOR
PROCUREMENT AND
DRAW TOGETHER TENDER PACK(S)
ENGAGE WITH
STAKEHOLDER WORKING
GROUP TO AGREE
PHASE 7
PROCURE SERVICE(S)
APPROX 16 WEEKS

PROCURE SERVICE(S) ON SELL2WALES AND SUBMISSIONS

AWARD CONTRACT
ASSIGN CONTRACT MONITORING/ COMMISNENNG OFFICER MOBILISATION AND BE THE ONGOING LINK BETWEEN PROVIDER(S) AND STAKEHOLDERS

ONGOING MONITORING REVIEW

## OUTPUT

SERVICE(S) DELIVERY
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IF APPROPRIATE, ENSURE SERVICE USER/FAMILY REPRESENTATIONIN EVALUATION PANELS OUTPUT

FINAL TENDER PACK(S)

SOCIAL SERVICES AND WELLBEING, BRIDGEND COMMISSIONING TOOL

