

NHS BOLTON CLINICAL COMMISSIONING GROUP
Public Board Meeting

AGENDA ITEM NO:13.....

Date of Meeting:23rd March 2018.....

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| TITLE OF REPORT: | CCG Finance & QIPP Committee | |
| AUTHOR: | Joanne Taylor, Board Secretary | |
| PRESENTED BY: | Alan Stephenson | |
| PURPOSE OF PAPER: (Linking to Strategic Objectives) | For the Board to receive and review the minutes of the Finance & QIPP Committee meetings held on 23 rd February 2018. | |
| LINKS TO CORPORATE OBJECTIVES (tick relevant boxes): | Delivery of Year 1 Locality Plan. | |
| | Joint collaborative working with Bolton FT and the Council. | |
| | Supporting people in their home and community. | |
| | Shared health care records across Bolton. | |
| | Regulatory Requirement | |
| | Standing Item | √ |
| RECOMMENDATION TO THE BOARD: (Please be clear if decision required, or for noting) | <p>The Board is asked to approve the Minutes. The key points the Board is asked to note from these minutes are:-</p> <ul style="list-style-type: none"> • Primary Care finance update at a future meeting. • Further discussions to take place on the proposal for a joint finance committee meeting with Bolton FT and the CCG. | |
| COMMITTEES/GROUPS PREVIOUSLY CONSULTED: | Finance & QIPP Committee. | |
| REVIEW OF CONFLICTS OF INTEREST: | Conflicts of Interest are reviewed at every meeting. | |
| VIEW OF THE PATIENTS, CARERS OR THE PUBLIC, AND THE EXTENT OF THEIR INVOLVEMENT: | Patient views are not specifically sought as part of this report. | |
| EQUALITY IMPACT ASSESSMENT (EIA) COMPLETED & OUTCOME OF ASSESSMENT: | EIA and an assessment is not considered necessary for the report. | |

MINUTES

FINANCE & QIPP COMMITTEE

Date: 23rd February 2018

Time: 12 noon – 2.10pm

Venue: Bevan Room, 2nd Floor, St Peters House

Present:

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| Charles Hendy | GP Board Member (Chair) |
| Tony Ward | Lay Member, Governance |
| Ian Boyle | Chief Finance Officer |
| Alan Stephenson | Lay Member |

In attendance:

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| Jackie Murray | Deputy Chief Finance Officer |
| Kelly Knowles | Associate Director, Strategic Finance |

Minutes by:

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| Joanne Taylor | Board Secretary |
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| Minute No. | Topic |
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| 15/18 | <p><u>Apologies for Absence</u> There were no apologies for absence.</p> |
| 16/18 | <p><u>Declarations of Interest</u> Charles Hendy declared an interest in the items on the agenda regarding the prescribing update and the BQC financial update.</p> |
| 17/18 | <p><u>Notes from the last meetings held on 26th January and Action Log</u> It was noted that all outstanding actions on the action log have now been completed.</p> <p>The notes were approved as a correct record.</p> |
| 18/18 | <p><u>Prescribing Update</u> The report detailed the outcomes of the work of the Medicines Optimisation Team and GP practices in 2017/18 and provided examples of workstreams for 2018/19.</p> <p>It was noted that although savings are demonstrated initially and are maintained month on month, these savings will continue into subsequent financial years and continue to deliver savings and mitigate against the growth in prescribing. These ongoing savings are not then identified as specific schemes in subsequent years but are considered when setting the overall QIPP target.</p> <p>Some examples from 2017/18 were highlighted in the report, which on average showed a saving of £5k per month once the switch has taken place.</p> <p>The report therefore highlights where Bolton is deemed to be outlier and focuses on these to see if there are any further savings opportunities. The Committee was assured that the CCG regularly reviews current and new data regarding the specific workstreams agreed.</p> <p>Members then discussed the previous Executive report, in particular benchmarking information relating to the Astro PU and discussed if the CCG has quantified what this potential total saving could be if the Astro PU was moved in line with other CCGs.</p> |

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| | <p>It was noted that ongoing review of the cost per Astro PU takes place and is considered when setting budgets each year. The financial opportunity would therefore be confirmed to members of the Committee and built into QIPP plans.</p> <p>The Committee noted the update on Prescribing and agreed to receive further updates on the progress of the new programmes at future meetings, including a review of deliverables after 6 months.</p> |
| <p>19/18</p> | <p><u>Report of the Chief Finance Officer (M10)</u></p> <p>The CFO Board report for month 10 was presented and the supporting documentation in relation to contract performance and the risk range was reviewed by the Committee.</p> <p>At month 10 the CCG has delivered the year to date control total of £50k, and is on track to deliver the in-year control total of £60k. This excludes the carry forward surplus of £8,258k from 2016/17 which we have been told by NHS England that we cannot spend in-year. In addition, as per NHS requirements the CCG is currently holding a 0.5% non-recurrent reserve uncommitted.</p> <p>This month the forecast position has worsened by £497k, which means that the support from reserves to ensure that the CCG meets the control total has increased to £5,331k.</p> <p>The main movements on the forecast position in month relate to:</p> <ul style="list-style-type: none"> • Acute Contracts +£414k • Mental Health +£61k • CHC +£37k • Primary Care +£17k • Corporate including other Corporate (£38k) • Other £6k <p>where the CCG continues to see overspends in these areas.</p> <p>Members reviewed acute contracts, in particular the significant deterioration in month versus forecast and the mitigations highlighted in the report. With regard to learning disabilities, members also noted the increase in complex patients and types of placements and the work developing to understand the issues and mitigate against these including highlighting these increases as part of planning process as a possible cost pressure in year.</p> <p>Members also proposed a joint meeting with Bolton FT's finance committee to further explore opportunities and gain a further understanding of each organisation's agenda.</p> <p>It was also noted that Mersey Internal Audit (MIAA) are due to commence a review of savings opportunities across the system and the output from this review will be circulated to members when available.</p> <p>Members also raised the option of reporting the financial information in a different format for the new financial year, in particular the addition of information for the Committee to drill down on specific financial areas.</p> <p>Members also discussed the need to gain assurance regarding the future ambition in primary care spend including a review of GM benchmarking spend on primary care.</p> <p>The Committee noted the CFO Report and supporting documentation and noted the continued pressure relating to Acute Contracts, Mental Health, LD and Prescribing.</p> <p>The Committee agreed to:-</p> <ul style="list-style-type: none"> • That the CCG CFO and FT Director of Finance discuss the potential of a joint finance committee meeting. |

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| | <ul style="list-style-type: none"> • A copy of the report from the review undertaken by MIAA on savings opportunities across the system to be shared with Members when available. • A review to be undertaken on reporting the financial information in a different format from the start of the new financial year. • To invite primary care representatives to a future meeting to discuss in more detail primary care finances. • To discuss GM benchmarking spend on primary care at a future Primary Care Commissioning Committee meeting. |
| 20/18 | <p><u>Joint Savings Performance Update (M10)</u></p> <p>An update on the 2018/19 joint savings performance update as at month 10 was received. It was noted that the month 10 variance versus plan is £29k over achievement, with a year to date variance versus plan being £777k underachievement. The full year forecast at month 10 is to achieve £22.9m of the £25m system wide savings target.</p> <p>Members discussed the delays in implementation with regard to the New Models of Care scheme and noted this was due to delays in localities across the rest of Greater Manchester implementing their locality plans and as a result Bolton CCG are still experiencing over performance on contracts.</p> <p>The Committee noted the QIPP and joint savings performance and forecast for 2017/18 at Month 10.</p> |
| 21/18 | <p><u>Transformation Fund Update (M10)</u></p> <p>The report provided the Committee with an update on the Bolton 2017/18 transformation fund financial position as at month 10. The main highlights noted was that funding has been received by the CCG for 2017/18, expenditure at month 10 is £5.7m, remaining TEC schemes have been approved in January 2018, schemes have been re-profiled to reflect timescale and financial changes since the initial bid was submitted and 2017/18 drawdown from GMH&SCP has reduced by £2.8m to reflect slippage.</p> <p>The main risks highlighted was the delay in development of some schemes, confirmation was awaited on whether funding is still required and the CCG continues to update forecasts and profiling to confirm current funding requirements for 2019/20 onwards.</p> <p>It was noted that scheme level investment agreements are being completed and taken through relevant Strategy and Planning groups. Monitoring meetings with all scheme leads to confirm expenditure forecasts and applicability of profiling into 2019/20 continue. Further financial modelling is also taking place to include cashable savings, recurrent cost of schemes, system impact of scheme delays. Management of additional Transformation Fund slippage is to be discussed at Health & Wellbeing Board.</p> <p>The Committee noted the transformation fund financial performance and forecast for 2017/18 as at month 10.</p> |
| 22/18 | <p><u>Financial Plan Update</u></p> <p>The Committee received a further presentation on the financial plans. It was reported that planning continues to develop ahead of the first submission due on 5th March, however the publication of the technical guidance is still awaited and so the development of the CCG's 5 year financial model has been put on hold whilst the 2 year financial plan is finalised.</p> <p>The highlights noted from the national guidance were:-</p> <ul style="list-style-type: none"> • Allocation next year £460.1m. • Distance from target reduced to -1.71% previously -3.5%. • Highlighted main guidance changes in respect of allocations. • Removal of need to hold 0.5% of CCG allocation non-recurrently. |

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| | <ul style="list-style-type: none"> • CCGs need to plan for growth assumptions with providers – the CCG Executive to review in more detail and work being done to review actual growth on all contracts. • Pay inflation capped at 1%. • NCSO pressures not assumed to carry on. • CCGs to benefit from Cat M price reductions. • Quality premium linked to delivery of Non Elective plans. <p>The next steps noted were:-</p> <ul style="list-style-type: none"> • GM guidance on contractual growth awaited. • Technical guidance on activity planning not yet published. • Contractual negotiations with providers continuing with deadline of 25th March. • Executive Team to review iterations of plan during March and agree; <ul style="list-style-type: none"> – Appropriate levels of contingencies required for 2018/19. – Pressures requiring funding for 2018/19. – Investment priorities for any resource identified above contingencies and pressures. <p>The Committee agreed to receive a further update on the financial plans at the next meeting.</p> |
| 23/18 | <p><u>BQC Financial Position</u></p> <p>The report updated the Committee on the current financial position with regard to the Bolton Quality Contract. It was noted that this is the first draft to test systems and process and to ensure all data received has been captured. Seven KPIs are currently awaiting data input.</p> <p>It was noted that once all data has been received, this calculates performance for each KPI and practice prior to funds being awarded. A further review of the data is now required before figures can be finalised. The process of quarterly reviews will highlight any practice that is not achieving specific areas of any of the KPIs.</p> <p>The Committee noted the update on the BQC financial position and noted the further work to be undertaken with the primary care team to finalise the financial position for each practice.</p> |
| 24/18 | <p><u>Health Economy Financial Position:-</u></p> <p><u>Bolton FT Finance Committee Report (M10)</u> The report was noted. Members raised the ongoing issues with regarding to counting and coding data validation. It was noted that the joint working group continues to work through a work plan to resolve these issues.</p> <p><u>Bolton Council Finance Report (Q3)</u> The report was noted.</p> |
| 25/18 | <p><u>Any Other Business</u></p> <p>There was no further business discussed.</p> |
| 26/18 | <p><u>Chair reflection on significant decisions/actions/risks that may need reporting to the Board through these minutes</u></p> <ul style="list-style-type: none"> • Primary Care finance update at a future meeting. • Further discussions to take place on the proposal for a joint finance committee meeting with Bolton FT and the CCG. |
| 27/18 | <p><u>Time and Date of Next Meeting</u></p> <p>It was agreed the next meeting would to be held on 23rd March:-</p> <ul style="list-style-type: none"> • Brief meeting at 9am to discuss the financial plans (in the Chief Finance Officer's office). • Full meeting from 12 noon (in the Bevan room, 2nd Floor, St Peters House). |