

**Strategic Finance Committee Minutes of the meeting held on Tuesday 25th September
2018, 15:00-17:00
Lower Ground Boardroom, South Plaza**

Minutes

Present		
Peter Marriner	Strategic Finance Committee Chair	PM
John Rushforth	Independent Lay Member – Audit, Governance and Risk	JRu
Deborah El-Sayed	BNSSG Transformation Director	DE-S
Mike Vaughton	BNSSG Deputy Chief Financial Officer	MV
Sarah Truelove	BNSSG Chief Finance Officer	ST
Lisa Manson	BNSSG Director of Commissioning	LM
Paul Edwards	BNSSG Interim Deputy Director of Commissioning	PE
Apologies		
Julia Ross	BNSSG Chief Executive Officer	JRo
Claire Thompson	BNSSG Deputy Director of Commissioning (Planning & Performance)	CT
Jon Hayes	BNSSG CCG Chair	JH
Steve Rea	BNSSG Associate Director of Programme Delivery	SR
In attendance		
Padma Ramanan	BNSSG Head of Finance – Partnership and Mental Health	PR
Jo Kapp	BNSSG Associate Director of Quality and Nursing – CHC	JK
Lee Colwill	BNSSG Continuing Healthcare Commissioning Manager	LC
Sabrina Smithson	BNSSG Executive PA	SS

	Item	Action
02	Declarations of Interest It was noted that the document provided by the Corporate Services Team was not up to date with the current membership of the Committee – ACTION	SS
03	Minutes Paul Edwards and has taken over from Claire Thompson so would like action re-allocated – ACTION Action Log The action log was reviewed and updated accordingly.	SS
04	Month 5 Financial Report ST opened with advising the Committee that if the £10m planned deficit is achieved then Commissioner Sustainability Funding is earned of £10m, which will bring the overall position to breakeven. At month 4 calls to the ambulance service from BNSSG patients are 2.2% above same period in 2017/18. However attendances at A&E from ambulance transfer and other routes have increased by 5.8%.	

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	<p>Non elective admissions have increased by 10.3% overall and 13.8% at NBT. The increase in admissions appears to be driving a significant increase in short length of stay admits (0-1 and 2-7 days). There is a small decrease in longer length of stays. Rapid and react services are now being recruited to and will be operational by October. The aim of these services is to reduce admissions and to speed up discharge. ST highlighted this as a significant issue in the ytd financial position.</p> <p>ST concluded that the CCG savings programme forecast position has improved in month 5. There is currently slippage of £0.6m which represents delivery of 95% to month 5. Further good work is continuing with the control centres to continue to identify further actions to improve the forecast position, although it was unlikely the full target would be met.</p>	
05	<p>System Financial Recovery Plan to include deep dive into Primary Care</p> <p>ST highlighted Month 4 forecasted a risk assessed delivery of £27.7m and month 5 is now forecasting £28.1m. Therefore, there has been a net £0.4m improvement since last month. Month 5 reports £28.1m against the £37.0m requirement which is 76% delivery.</p> <p>There have been regular deep dives with all Control Centres. As part of the process for Control Centres to identify their plans for next year, teams are being asked to produce in-year savings delivery reviews and determined whether any plans earmarked for 2019/20 delivery can be brought forward. There is a deadline of Friday 28th September for submission of the 2019/20 plans that can be delivered by the CCG without requiring external partner/provider input. Longer development period being given for plans requiring provider input to ensure alignment with ongoing planning discussions at a system level. On the 8th October at an extended Healthier Together System Delivery Oversight Group workshop the CCG will give the system the opportunity to review proposals from all partners to ensure clear understanding of priorities, deliverables and opportunities for joint working in 2019/20.</p> <p>PM asked about the £500K that was specified for the MH work and recovery of the shortfall in projected savings. ST responded by advising this would be reflected in the Month 6 report.</p> <p>PM commended the PMO office on their work for 2019/20 savings plans and the forward planning progress being made.</p>	

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	<p><i>Jo Kapp, Lee Colwill and Padma Ramanan attended to present the Deep Dive into CHC and EOL:</i></p> <p>JK highlighted to the Committee that CHC are experiencing issues with delivery of Children’s continuing care. The work commissioned by the Local Authorities and the CCG will be to review the system approach to high cost cases, this review is being completed by PeopleToo. The Project is due to report at the end of September however there is no confirmed date yet when the report will be released.</p> <p>LC confirmed the delivery of the adult CHC commissioning policy has been delayed as the policy was subject to review against the rulings of the European Human Rights Council. The policy has now been amended with legal advice and final amendments have been made. This revised policy is due to be signed imminently.</p> <p>JK concluded by advising that there is ongoing work to reconcile the full extent of expenditure on Children’s continuing care cases and other individual funding agreed.</p>	
06	<p>Review Planning/Contracting for 2019/20 to include Commissioning intentions</p> <p>LM introduced and discussed key elements and described the process to date.</p> <p>PM questioned the inclusion of any outcome from engagement with members. LM advised there was a focus on commissioning intentions and the link to outcomes but the approach for next time will be reviewed as this could have been done differently in hindsight.</p> <p>ST asked if following the letter received from UHB had this been cross checked against the CCG intentions for completeness. LM confirmed it had and that more detail will be provided to individual Trusts on the issues that impact them.</p>	
07	<p>Procurement – Pipeline and current initiatives</p> <p>PE highlighted to the Committee the CCG holds a number of acute AQP contracts some of which are due to expire in March 2019. This provides the CCG with an opportunity to consider the best way to commission this activity in the future. The IFR team are auditing AQP providers in October to ensure adherence to CCG commissioning policies.</p> <p>It was further advised that some of the AQP contracts are over-performing against budget, most notably New Medica, Spire, Fertility contracts and Nuffield. ST expressed concern that the paper suggested this was a budget</p>	

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	<p>setting issue because it seemed that there had been an increase in activity and complexity that had not been planned for, eg in ophthalmology.</p> <p>LM & ST will meet to discuss an approach to setting contracts and the potential of bringing this forward – ACTION. LM to email SS with the deep dives for Procurement for forward planner - ACTION</p>	<p>LM/ST</p> <p>LM/SS</p>
08	<p>Transformation Update DE-S provided the Committee with a table and verbally updated on the following items:</p> <ul style="list-style-type: none"> - IAPT procurement is due to come to the Committee in October to be implemented in September 2019. - Better Care financial governance review will be completed between September and November and will be submitted to the committee in December. - Connecting Care costings update to be submitted in October - Diabetic Foot Pathways revised approach will be implemented in NBT and a case for change will be submitted in October. - LHCRE Partnership Board for South West Local Care Record Exemplars has agreed approach and funding will be held by a Provider Trust and not the CCG. - Urgent Treatment Centres and Urgent Care have identified that Urgent Treatment Modules need to be tested and South Bristol will be the first test site in November. <p>For future Committees it was agreed that the deep dives for Transformation will be provided as opposed to an overview of all projects and these will be added to the Forward Planner - ACTION</p>	<p>DE-S &SS</p>
09	<p>The forward work planner The planner was reviewed and is due to be updated with the actions as specified above.</p>	
10	<p>Messages for Governing Body:</p> <ul style="list-style-type: none"> - The CCG financial plan is on-target at Month 5 - Savings plans from the control centres are progressing and we are commencing reviews on 19/20 plans. - Approved Commissioning intentions for 19/20. - Discussion re the approach to AQP procurement 	
11	<p>AOB:</p> <ul style="list-style-type: none"> - The Corporate risks were reviewed as information only. - Governing Body Assurance Framework was reviewed as information only. 	

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	- JRu asked about the Alliance contracts and whether it would be helpful to have a brief discussion at some point to be added on the agenda for future	