

Agenda Item:17.0A

Sub-Committee Report	
<p>This Report is to assure the Governing Body that the committee has formally met in accordance with their terms of reference and to advise Governing Body members of the business transacted at the most recent meeting.</p> <p>The Governing Body is asked to note the business discussed and to raise any questions in relation to the same.</p>	
Title of Sub-Committee	Finance and Performance Committee
Date Meeting Held	21 st August 2019
Chaired By	Sally England, Lay Member Finance and Performance
Aligned Executive Director	Chris Ford, Joint Chief Finance Officer
Quoracy	The meeting was quorate.
Conflicts of Interest declared	None
Key Decisions Made	<ol style="list-style-type: none"> 1. Year to date financial position and potential impact on CCG achievement of control total noted, along with an understanding of the difficulties in establishing the underlying causes 2. Requirement for detailed and deliverable Financial Recovery Plan acknowledged and discussed
Items requiring approval by the Governing Body	No items require approval from the Governing Body.
Delegated decisions requiring ratification by the Governing Body	No delegated decisions required ratification from the Governing Body.
Policies Ratified for noting by the Governing Body	No ratified policies require noting by the Governing Body.
Risks identified during the meeting	See narrative below.
Financial implications identified during the meeting	See narrative below.

Key points to note from August meeting are as follows:

▪ Financial position:

The Committee noted the financial position reported at month 4 of a £1m in year deficit (£4.7m behind plan) and a £1m deterioration since the month 3 position. It was acknowledged that this is primarily driven by acute over-performance (£6.3m including £1.3m slippage on system affordability savings). However, the pressures emerging in mental health and community services were also noted as areas of concern that needed to be addressed. The meeting discussed the impact on BCCG's financial position at year-end should the trend continue and noted that in reporting the expected forecast position as on plan, all reserves had been released and there were no further contingencies available to mitigate further unexpected adverse movements.

• Financial recovery board:

Given the financial position outlined above, the meeting focussed on the work of Financial Recovery Board and the Financial recovery plan (FRP). It is expected that this will become the main focus on the meeting going forward. The initial FRP was discussed along with the difficulties in understanding the underlying causes of the significant increase in non-elective activity being experienced. The CFO updated the Committee on the expectations of NHSE to meet both the local and system wide control totals. The need to firm up the FRP into a definitive list of deliverable schemes (following QIA and Executive sign-off) was highlighted as the key step and this will be reviewed at the September meeting.

▪ QIPP programme:

The Committee noted the slight improvement in the level of unidentified QIPP at month 4 (now £3.4m, down from £3.8m) and the work being undertaken to identify additional opportunities. The Committee the need for transparency between the QIPP programme and the FRP going forward to ensure no duplication or double counting was taking place. The Chair re-iterated the need to report consistently month on month and that pipeline schemes should continue to be reported.

▪ Risk register

The Chair requested that the risk registers be reviewed to accurately reflect the current financial risks and residual risk ratings and ensure consistency and alignment with the corporate risk register.

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Title of Sub-Committee	Primary Care Commissioning Committee
Date Meeting Held	Virtual meeting started 6 th August 2019
Chaired By	Alison Borrett
Aligned Executive Director	Mike Thompson
Quoracy	Quorate
Conflicts of Interest declared	Dr Roshan Jayalath as a GP in Bedford.
Key items discussed and decisions made	<p>Cauldwell Procurement The PCCC were asked to support the recommendation to move ahead with the preferred option of full procurement (3+2) with the aim to appoint a provider who would be part of the local solution to help sustain resilient essential services with innovative models of care to improve patient care delivery and efficiencies. The PCCC supported the recommendation.</p> <p>King Street Surgery Members of the Primary Care Commissioning Committee were asked to note the risk associated with the 6 month notice served on the practice, and to endorse the mitigating actions being overseen by the Estates and Premises Sub-Group regarding an interim solution to maintain some, if not all of the temporary units. The PCCC noted the risk and agreed to the approach but requested there be a contingency plan and real time updates before the next PCCC meeting in September.</p> <p>Marston Valley Members of the Primary Care Commissioning Committee are asked to note the planned housing development in Marston Valley, and to ratify the recommended approach regarding requesting developer contributions to support the necessary health infrastructure. The PCCC noted the planned housing development and ratified the approach.</p>
Items requiring approval by the Governing Body	None

Delegated decisions requiring ratification by the Governing Body	None
Policies Ratified for noting by the Governing Body	None
Risks identified during the meeting	Risk to not securing any of the possible actions for King Street Surgery
Financial implications identified during the meeting	None

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Title of Sub-Committee	Patient and Public Engagement Committee (PPEC)
Date Meeting Held	8 August 2019
Chaired By	Alison Borrett, Lay Member for Patient and Public Engagement
Aligned Executive Director	Jane Meggitt, Director of Partnership Engagements and Communications
Quoracy	The meeting was quorate
Conflicts of Interest declared	None
Key Decisions Made	<ol style="list-style-type: none"> 1. Approval of minutes from meeting held on 2 July 2019 2. Approval of the approach to take for engaging on Bedford Hospital MSK Hydrotherapy Services 3. Approval of approach for engagement regarding Teledermatology Services 4. Confirmation that the committee were assured that the CCG was following good practice whilst conducting engagement around the Long Term Plan. The committee requested that the report of findings be shared with them 5. Recommendations regarding the approach and approval of the key messaging for the campaign 'Your GP Practice is Changing'.
Items requiring approval by the Governing Body	No items require approval by the Governing Body.
Delegated decisions requiring ratification by the Governing Body	No delegated decisions require ratification by the Governing Body.
Policies Ratified for noting by the Governing Body	No ratified policies require noting by the Governing Body.

Risks identified during the meeting	No risks were identified during the meeting.
Financial implications identified during the meeting	None

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Title of Sub-Committee	Audit & Governance
Date Meeting Held	15th August 2019
Chaired By	Saqhib Ali
Aligned Executive Director	Chris Ford
Quoracy	Yes
Conflicts of Interest declared	None
Key Decisions Made	None
Items requiring approval by the Governing Body	None
Delegated decisions requiring ratification by the Governing Body	None
Policies Ratified for noting by the Governing Body	None
Risks identified during the meeting	None
Financial implications identified during the meeting	None.

Summary

We had a good robust meeting with a lot of discussion.

Received updates from Internal Audit, Counter Fraud and External Audit.

Internal Audit Programme for 19/20 continues, Personal Health Budgets and Quality Primary Care audits have been completed- Reasonable Assurance was achieved. The next two audits are underway QIPP and Primary Care Delegated Commissioning. Procurement and Contract Management is due to start in September.

External Audit gave a further update post Year End Audit. The Annual Audit Letter was presented with an unqualified audit. The only exceptional item was Secretary of State notification re the £900k erroneous posting by NHS England to MK CCG transferred to Bedfordshire CCG.

Counter Fraud presented their report on progress and highlighted Bank Mandate Fraud. Reliance is placed on our NHS internal outsource partner, SBS.

The GBAF was reviewed together with the Risk Registers. QIPP Financial Risk will be reviewed and risk potentially increased from 16 to 20 or 25.

PMO attended for a deep-dive. Members were able to ask questions as to how robust the PMO office was and the pipeline of PIDs.

There was a waiver of competitive tendering which was low in value (£37k) and needed urgent sign off- an admin error was spotted where sign off and one of the approvals was the same person, COO Mike Thomson. This will be countersigned by AO, Patricia Davies. It had been signed off by CFO, Chris Ford.

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Title of Sub-Committee	Remuneration Committee
Date Meeting Held	15 August 2019
Chaired By	Alison Borrett, Lay Member
Aligned Executive Director	
Quoracy	The meeting was quorate
Conflicts of Interest declared	None
Key Items discussed	The Committee received and recommended an increased working week and remuneration for the role of Medical Director across the three CCGs
Items requiring approval by the Governing Body	Approval being taken via Part 2 of the Governing Body Meeting.
Delegated decisions requiring ratification by the Governing Body	
Policies Ratified for noting by the Governing Body	None
Risks identified during the meeting	None
Financial implications identified during the meeting	None