

**South West London Collaborative Commissioning
 Primary Care Finance Working Group
 Meeting – Tuesday 25th August 2015**

Members In attendance:

Name	Designation	Organisation
Mike Sexton	Chief Finance Officer	Croydon Clinical Commissioning Group
Toyin Akinyemi	Head of Finance Primary Care	NHS England London Regional Team
Faiza Waheed	Head of Finance	Merton CCG
David Sturgeon	Director of Primary Care (South London)	NHS England
Amelie Bages	Finance Analyst	2020 Delivery (SWL Collaborative Commissioning)
Clive Allanso	Interim Governance Lead	SWL Collaborative Commissioning

1.	<p>Welcome & Introductions</p> <p>1.1 Mike Sexton welcomed everyone to the meeting. Apologies were received from Mick Lucas.</p> <p>1.2 Declarations of Interest</p> <p>Mike Sexton asked attendees to declare any interests on the items on the agenda for the meeting. There were none.</p> <p>1.3 Review of the minutes held on 17th July 2015</p> <p>The minutes of the meeting were AGREED subject to the following changes and actions:</p> <p>Page 3, item 3.4; in the third line, change £15m to read £12.7m and also in the 6th line, change £12m to read £9.7m</p> <p>Page 3, item 3.6; to be amended to reflect that, for accuracy QOF data reported against Merton was done as a single report in previous years.</p> <p>Page 6, item 7.3: It was agreed to revise the paragraph to ensure that it accurately portrayed the proposals being put to the joint Committee.</p> <p>1.4 Action Log arising from the meeting on 17th July 2015</p> <p>Item 2.2: Revised Terms of Reference. This matter is pending approval by the Joint Committee on the Working</p>	
----	---	--

	<p>Group Structures, scheduled for discussion on 3rd September 2015.</p> <p>Item 5.3; Information on rent reviews have not yet been received.</p>	
2.	<p>NHS England Financial Report</p>	
2.1	<p>NHS E Month 4 Financial Report Mike Sexton asked that any delays in reporting or inability to meet the deadlines should be reported directly to him in the first instance. Toyin Akinyemi advised that there might need to be a review on the suggested timeline in order to ensure that reports did not impact on the overall dynamics for reporting across London.</p>	
2.2	<p>Toyin Akinyemi informed the group on issues and themes identified from the Month 4 finance report. She advised that the report includes all financial data across all 6 CCGs and included year to date expenditure and the overcast variance and corresponding mitigating actions. She highlighted that the year to date forecast was 1.7% overspend, assuming that QIPP was under delivering.</p>	
2.3	<p>Mike Sexton noted that the report was indicative of the inability to deliver on the QIPP programme. He also noted that the report was missing a column, which should highlight the forecast outturn. Toyin Akinyemi advised that that level of information was not included in order to minimize misunderstanding of the data.</p>	
2.4	<p>Mike Sexton queried if there were any particular themes arising across service lines, such as premises payments or if there were any trends or variances around population. Toyin Akinyemi noted that the only theme arising was around QIPP and that the other themes were minor variances and were borough specific. She noted that the budgets were done to be close enough to the reality of practices at the start of the year.</p>	
2.5	<p>Mike Sexton asked Toyin Akinyemi to review the financial position regarding premises showing overspend but not in the forecast outturn and to articulate the issues within the summary of the report.</p>	Toyin Akinyemi
2.6	<p>Toyin Akinyemi agreed to provide a small table and narrative that summarized the 1% to minimize the QIPP challenge and noted that it was a non-recurrent solution and a short-term application. Mike Sexton asked that Faiza Waheed and</p>	Toyin Akinyemi

<p>2.7</p>	<p>Amelie Bages to start to review the recurrent position and to enable the group to keep track of the position coming out of this for each CCG. Faiza Waheed noted that this would require further data to enable this action.</p> <p>Toyin Akinyemi confirmed that a single report including highlights around QIPP was all that was required. Mike Sexton agreed that a single report would suffice and asked that the narrative highlighted the 1% and also alluded to list size maintenance.</p> <p>Review of Queries on NHS E Month 3 Finance Report</p> <p>Mike Sexton reviewed queries arising from the Month 3 report and these were as follows:</p> <ul style="list-style-type: none"> • On delegated commissioning: Clarity on whether payment to practices under delegated commissioning would still be undertaken by NHS England? Toyin Akinyemi advised that this would still remain the responsibility for NHS England. • On additional support: Toyin Akinyemi advised that NHS England provide financial reports but do not provide advice on their forecast outturn as NHS England would not be aware of what mitigating actions CCGs had put in place. However NHS England would offer further support with detailed transactional downloads, and clarified that the fine details would be identified in the agreement. Overall she noted that a simple answer was that NHS England support with financial reports but that the relationship was different. 	
<p>2.8</p>	<p>Review issues specifically raised by the Joint Committee on 9th July 2015</p> <p>This issue was completed under item 1.3 above.</p>	
<p>3.</p> <p>3.1</p> <p>3.1.1</p>	<p>Update on SWL Primary Care Finance Work Programme</p> <p>Work Programme – update on data sharing</p> <p>Faiza Waheed and Amelie Bages noted that they had received data from NHS England and were currently analysing the data and would be raising any issues direct with NHS England. Toyin Akinyemi asked that when Mick</p>	<p>Mick Lucas / Amelie Bages / Faiza Waheed</p>

	Lucas returns from annual leave that a review meeting be arranged to review in details any findings or concerns raised.	
3.2	Due diligence specification	
3.2.1	Mike Sexton asked Toyin Akinyemi to bring to David Sturgeon's attention the due diligence specification provided for the meeting. In particular to highlight that the Chief Officers were focused on getting due diligence done if full before decisions were made around delegated transfer. He noted concerns around the responsibilities associated with taking on full delegation.	
3.2.2	Mike Sexton asked if those who currently have undertaken full delegation were aware of the full implications before they made their decision. Toyin Akinyemi advised that NHS England had made it clear that they would retain responsibility for legacy issues and provided assurance that it would not impact on those who took on delegated commissioning. Mike Sexton noted that this meant that there is a difference on what may be happening in practical terms versus what people are interpreting through the MoU.	
3.2.3	Mike Sexton advised that NHS England needs to be able to clearly articulate why they cannot provide three years data. Toyin Akinyemi advised that correspondence on the financial position was due out from Anne Rainsbury imminently and that this would go some way towards picking on a number of the issues identified in the scoping paper for due diligence.	
3.2.4	Following discussion at the meeting, Mike Sexton agreed to recommend the change for the financial focus to be reviewed against data from the last two years and also against that focus on population trend.	
3.2.5	Toyin Akinyemi agreed to provide 2013/14 data in a similar format to the data provided for 2014/15 to Amelie Bages and Faiza Waheed.	Toyin Akinyemi
4.	2015/16 QIPP update	
4.1	Item not discussed as no report was presented to the meeting.	
5.	PMS Reviews	
6.1	No direct discussion took place but elements were discussed as part of review of minutes, actions and finance report.	

7.	AOB / Proposed date for next meeting	
7.1	The group proposed to the next Joint Committee on 3 rd September 2015, to integrate the Contracting Working Group with the Finance Working Group to form a single Finance & Contracting Working Group. Mike Sexton advised that this would require clarity on governance and function.	Mike Sexton
7.2	Mike Sexton noted that matters were arising regarding non GMS space (growing lists sizes) and that there were some genuine queries emerging which needed to be reviewed to see if the costs are reimbursable. However the current approach is that if it is around primary care then NHS England has to fund and work is underway to differentiate and ascertain the true picture.	
7.3	Toyin Akinyemi noted that across London, CCGs have been asked to fund revenue consequences, as some PCTs signed this off at their board meetings and it is about honouring that obligation and it was causing significant problems. Mike Sexton acknowledged that promises needed to be honoured but noted that these were new primary care investments.	

APPROVED 21.10.2015