

DRAFT Minutes from the Health and Well-Being Board – Financial Planning Group
Thursday 4th September 2014
North London Business Park
2.30pm – 4.00pm

Present:

(KK) Kate Kennally (Chair), Strategic Director for Communities, London Borough of Barnet (LBB)
 (AH) Andrew Harrington, Director of Transformation, Barnet Clinical Commissioning Group (CCG)
 (DW) Dawn Wakeling, Adults and Communities Director, LBB
 (HMG) Hugh McGarel-Groves, Chief Finance Officer, Barnet CCG

In attendance:

(KA) Karen Ahmed, Later Life Lead Commissioner, LBB
 (CM) Claire Mundle, Policy & Commissioning Advisor, LBB
 (RH) Ruth Hodson, Head of Finance, LBB
 (DB) Dominic Battiston, Programme Manager, Capita
 (KS) Karen Spooner, Head of Service - Integrated Commissioning, Barnet CCG
 (MK) Mathew Kendall, Assistant Director- Community and Wellbeing, LBB

Apologies:

(MOD) Maria O'Dwyer, Director for Integrated Commissioning, Barnet CCG
 (JH) John Hooton, Deputy Chief Operating Officer, LBB
 (NF) Nicola Francis, Family Services Director, LBB
 (PC) Peter Coles, Chief Operating Officer, Barnet CCG

	ITEM	ACTION
1.	Minutes of the last meeting The group agreed the minutes of the previous meeting as a correct record, noting that Andrew Harrington chaired the meeting and that there had been an omission on page one of the minutes, in relation to the SEND reforms. A correct record of the minutes should read "there is a need to strengthen the technical skill set of SEN assessors, nurse assessors and school staff".	CM to amend draft minutes
2.	Action Log The group reviewed the outstanding actions identified in the previous set of minutes: <ul style="list-style-type: none"> - AH agreed to take forward the actions relating to implementing the SEND reforms, alongside MO'D. - HMG agreed to ensure that the S75 schedules were assigned for review at the next CCG audit committee - The group agreed that all other outstanding items would be covered in the agenda/ discussions of the current meeting. 	AH HMG
3.	5 tier integrated care business case, financial model and tier specifications	

	<p>DB presented the group with the headline findings from the draft business case.</p> <p>The group defined a list of outstanding issues for resolution and took each issue in turn:</p> <p>NARRATIVE CONTENT</p> <ul style="list-style-type: none"> - The group agreed to review full business case and BCF using tracked changes by Monday 8th September - DW agreed to confirm for the purpose of the document if there had been any tangible changes to responsibilities for either organisation - The group identified a need for the business case to explain how demographic pressures are modelled into the proposals - The group identified the need for the business case to contain a section on risks and mitigations, and a financial model summary, with explicit reference to how QIPP/ MTFS/ PSR savings are being accounted for; and how much of the new service costs generated by the business case can, over time, be absorbed in the existing organisational budgets for older people. - The group agreed to review references to navigator/ mentor roles in the business case and ensure the proposals are streamlined <p>FINANCIAL MODELLING</p> <ul style="list-style-type: none"> - The group nominated KS to work with Capita to complete the modelling of shifts in activity out of Tier 5 - The group requested that Capita review the £17m funding gap that was calculated in the OBC, in light of the work that has taken place to assess financial pressures for both the PSR and CCG 2-5year plan - The group also requested that Capita review the current optimism bias being applied to the financial model to ensure it is realistic, and that Capita review the current costs in the model relating to workforce development, and project management, to see if they can be streamlined - The group requested that Capita confirm with the group what the model is counting in terms of base costs and new investments, with the objective of clarifying whether some costs being double counted across baseline and new investment lines - DB agreed to work with the CCG to review the financial model and check it marries with other CCG QIPP schemes, enabling the group to understand if there are any new pressures and new benefits that arise when the business case is considered alongside other significant financial savings schemes - DB agreed to review the financial model in depth with Council finance colleagues - The group agreed that the CCG will make formal written request to the Council that the financial model be exempt from the published HWBB papers on 10th September, owing to the commercial sensitivity of this modelling <p>BENEFITS/ METRICS</p> <ul style="list-style-type: none"> - The group identified a need for the business case to model the full benefits of the OPIC model, rather than benefits relating to the smaller pilot cohort - DW agreed to consider whether there were additional benefits to social care that could be factored into the business case, and to add narrative to the FBC/ BCF to explain why the model is more health focused than social care focused <p>SIGN OFF PROCESS</p> <ul style="list-style-type: none"> - CM agreed to set up a separate session for strategic leads at the end of September- to review analysis about how the final financial model links to 	<p>ALL</p> <p>DW</p> <p>DB</p> <p>DB</p> <p>DB</p> <p>KS</p> <p>DB</p> <p>DB</p> <p>DB</p> <p>DB/ HMG/ KS DB/ JH/ RH</p> <p>KS</p> <p>DB</p> <p>DW</p> <p>CM</p>
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	<p>QIPP, PSR and MTFS</p> <ul style="list-style-type: none"> - AH agreed to confirm delegated responsibility for CCG's FPQ Committee to sign off of the BCF on the 18th September - KK confirmed that the Council's Adults & Safeguarding Committee will receive the business case to understand if there is a £1m saving from social care that can be realised from integration. This Committee will also need to consider whether delivery of this business case will impede on delivery of other PSR and MTFS priorities. After the business case has been to the Committee in October, issues that a business partnership between the CCG and Council has to address will be picked up - CM agreed to confirm the publication date for papers for the Adults and Safeguarding Committee - AH confirmed that the business case would be reviewed at the CCG Board meeting on 30th October, or a request would be made for a Chair's action if needed 	<p>AH</p> <p>CM</p>
4.	<p>Better Care Fund</p> <p>DW confirmed that the group's April BCF submission was one of the better plans reviewed. She explained that the second iteration of the BCF will contain the updated content from the FBC, with some revisions to the metrics (owing to changes in the requirements from NHS England).</p> <p>KS proposed that the BCF patient satisfaction metric to be sent round to group for comment.</p> <p>KS also agreed to confirm the emergency admissions target that Barnet will use, and ensure this does not impact on benefits realisation piece in FBC. KS agreed to refer to the July Adults & Safeguarding Committee business planning paper to complete this work.</p>	<p>KS/ ALL</p> <p>KS</p>
5.	<p><u>AOB</u></p> <p>The group agreed that the agenda for the next meeting should focus on children's joint commissioning and also provide a stocktake of other areas of joint commissioning arrangements ie mental health.</p> <p>The group agreed to send proposals for agenda items to CM.</p>	<p>ALL</p>
6.	<p><u>Date of the next meeting</u></p> <p>Wednesday 8th October 2014, 11am-1pm, Board Room, NLBP</p>	