



**DRAFT Minutes from the Health and Well-Being Board – Financial Planning Group  
 Wednesday 16 September 2015  
 North London Business Park, Boardroom  
 3pm – 4pm**

**Present:**

- (AD) Anisa Darr, Deputy Finance Director, LBB
- (CM) Chris Munday, Commissioning Director Children and Young People, LBB
- (DW) Dawn Wakeling, Commissioning Director – Adults and Health, LBB (Chair)
- (HMG) Hugh McGarel-Groves, Chief Finance Officer, Barnet CCG
- (KH) Kirstie Haines, Adults Wellbeing Strategic Lead, LBB
- (MB) Melanie Brooks, Programme Director Health and Social Care Integration, Barnet CCG/LBB
- (MOD) Maria O’Dwyer, Director for Integrated Commissioning, Barnet CCG
  
- (ZG) Zoë Garbett, Commissioning Lead Health and Wellbeing, LBB (minutes)

**Apologies:**

- (AH) Andrew Howe Director of Public Health, Barnet and Harrow Public Health Team

	ITEM	ACTION
1.	<p><b>Welcome / Apologies</b></p> <p>As Chair DW welcomed the attendees to the meeting. DW introduced Kirstie Haines to the Group who had recently joined the Council as Adults Wellbeing Strategic Lead.</p> <p>Apologies were received from Andrew Howe.</p>	
2.	<p><b>Minutes of the last meeting</b></p> <p>No changes were made to the minutes. The minutes were taken to the HWBB on 30<sup>th</sup> July 2015.</p>	
3.	<p><b>Action log</b></p> <p>The action log was reviewed and updated.</p> <p>S75 Finances – action completed and paper included with the papers for this meeting. <b>The Group were asked to feedback any comments before the next meeting</b></p> <p>MOD updated that she had met with Mathew Kendal (Adults and Communities Director) to discuss the Integrated Community Equipment Service (S75). BCCG have now paid outstanding invoices from 2013/14. BCCG have paid outstanding invoices for 2014/15 (excluding where social care prescriptions are being reviewed) as well as invoices for April/May 2015/16. An Operational Group is now in place. BCCG were not receiving invoices; BCCG and LBB Finance are looking into this.</p>	<p align="center"><b>ALL</b></p>

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	<p>Five Borough and CCG leads (from NCL) to meet on 29 September. DW will keep the group up to date.</p> <p>The Group's ToR is still being considered. DW received a letter and additions to the ToR from Gina Shakespeare (Chief Operating Officer, BCCG) to which DW has responded. It is anticipated that an updated ToR will be circulated shortly. The points below are being considered -</p> <ul style="list-style-type: none"> <li>Public Health – BCCG had added that the Group would oversee Public Health finances. DW explained that the Group looks at shared work of the Council and CCG. Public health has its own governance, tied in with Harrow. Further discussion is required including the consideration of the Public Health funds in Children's services, under the Head of Commissioning.</li> <li>Vote – voting rights of members versus attendees needs to be considered to ensure a balance between the two organisations (as LBB have more members in the Group due to the statutory roles in the Council)</li> </ul>	
<p>4.</p>	<p><b>4.1S75</b>  <b>ZG to send round updated spreadsheet and update on the merger of S75s</b></p> <p><b>4.2MoUS</b>  CM presented the updated Children's MOU which includes comments from CM, MoD and the Audit Committee.  <b>MoD to discuss with the Chair of the Audit Committee.</b></p> <p><b>4.3 BCF S75</b>  MB presented the latest version of the BCF S75 which includes comments from DW, MoD and the Audit Committee as track changes.  DW can agree from the Council's perspective.  Schedule to be agreed asap. <b>MoD to consider outside of meeting and ask the Chair of the Audit Committee to agree.</b></p>	<p>ZG</p> <p>MOD</p> <p>MOD</p>
<p>5.</p>	<p><b>BCF Quarter 1 report</b>  A report was presented which sets out the work of the HSCI Board and SG as well as the performance. Although performance against some indicators is good, the target for non-elected admissions in quarter 1 was not achieved and therefore the pay for performance for quarter 1 was not received.</p> <p>MB, with Finance Leads from BCCG and LBB, to explore impact of the pay for performance element on the finances of the BCF. Quarterly finance reports for the joint budget to be bought to the Group. <b>Report to be bought to the next Finance Group meeting covering BCF finances for quarter 1 and 2.</b></p> <p>MoD explained that a draft BCF finance template has been discussed with LBB finance and is going back to CLCH for agreement.</p> <p>BCF finance report will also go to BCCG's Finance, Performance and Quality (FPQ) Committee.  <b>ZG and MB to look at BCF reporting and timescales.</b></p>	<p>MB/AD/HMG</p> <p>ZG/MB</p>

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<p><b>6.</b></p>	<p><b>BCCG Commissioning Intentions</b></p> <p>BCCG commissioning intentions were presented, no comments were made. The paper will be considered by the HWBB on 17 September 2015.</p>	
<p><b>7.</b></p>	<p><b>Primary Care Joint Co-Commissioning</b></p> <p>BCCG Primary Care Joint Co-Commissioning progress was presented, no comments were made. The paper will be considered by the HWBB on 17 September 2015.</p>	
<p><b>8.</b></p>	<p><b>Transfer of Public Health Commissioning Responsibilities for 0- 19 Healthy Child Programme</b></p> <p>CM presented the plans for the transfer of Public Health Commissioning responsibilities for the 0 – 19 Healthy Child Programme which will novate from NHS England to the Council on the 1 October 2015. The plans have been agreed by finance, legal and performance.</p> <p>MoD is aware of the paper through Judy Mace (Head of Joint Children’s Commissioning) who is supporting the work through Public Health. The proposal is supported by BCCG.</p> <p>The Finance Group approved the proposal and agreed -</p> <ol style="list-style-type: none"> <li>1. To enter into the novated contract with the existing provider, the Central London Community Healthcare NHS Trust’ for the Health Visiting and Family Nurse Partnership Service and related contract for breast feeding and oral health which is scheduled to transfer from NHS England to Barnet Council on 1st October 2015. The value of the novated contract is £5,650,000</li> <li>2. To extend the novated contract, this ends 31 March 2016, for a further year until 31 March 2017.</li> </ol>	
<p><b>9.</b></p>	<p><b>JCU work programmes</b></p> <p>The Group were reminded that the JCU work programmes were agreed at the meeting of the Group in June 2015.</p> <p>The work programmes will return annually to the Group as they are refreshed to ensure alignment with priorities.</p>	
<p><b>10.</b></p>	<p><b>Health and Well-Being Board work programme and actions</b></p> <p>The Group were asked to consider the paper and send comments to ZG.</p>	
<p><b>11.</b></p>	<p><b>Work Programme</b></p> <p>The group noted the work programme. The work programme will be further updated in line with the Group’s priorities.</p>	

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	<ul style="list-style-type: none"> <li>• HSCI Board and Group are reviewing successes and projects for 2015/16 – <b>report to come in December including implications for S75s</b></li> <li>• Priorities to be reviewed and added – <b>ZG to discuss with members.</b></li> </ul> <p>The Group is to have a standard agendas with the right reports –</p> <ul style="list-style-type: none"> <li>• S75 status reports</li> <li>• Finance report on S75</li> <li>• BCF performance</li> <li>• BCF finance</li> <li>• NHS England BCF returns</li> </ul> <p><b>ZG to review agendas, work programme, templates and meeting scheduling.</b></p> <p><b>A monthly timetable for production of the Finance reports would be prepared and agreed by LBB and BCCG Finance teams,</b> which would ensure Finance reports are available in time for circulation with other papers for HWB Finance Group meetings</p> <p><b>Work programme circulated prior to the meeting.</b></p>	<p><b>MB ZG</b></p> <p><b>ZG</b></p> <p><b>HMG / AD</b></p> <p><b>ZG</b></p>
<p><b>12. AOB</b></p>	<p>MoD stated that the Children’s Mental Health Services (CAMHS) transformation plan will be approved by the CCG Governing Body on the 8 October 2015 and by SCB on 13 October. This is a lead by BCCG with partners. There is a meeting on the 30 September 2015 with Councillors to review the plan. CM has responsibility for sign off for the Council. CAMHS is on the agenda for HWBB in November.</p> <p><b>CAMHS transformation plan to be circulated electronically to the Finance Group ahead of submission to NHS England on the 16 October 2015.</b></p>	<p><b>MOD</b></p>
<p><b>Next meeting – Wednesday 21st October, 11am - 1pm (Boardroom, Building 2, NLBP)</b></p>		