

Minutes of the Finance and Performance Sub Committee Meeting held on Tuesday, 17 July 2012 at 8.30 am in The Ramparts Room, (Bailey Suite), Shire Hall, Castle Hill, Cambridge, CB3 0AP

Present:- Glen Clark
Professor Colin-Coulson Thomas
Dr Sushil Jathanna
Dr Gerald Linehan
Keith Mansfield
Andy Vowles
Catherine Mitchell
Sarah Shuttlewood
Peter Wightman
Sharon Fox

Kevin Downing
Alex Ridgeon
Melissa Mottram
Sarah Goddard

1. Apologies for Absence

Apologies for absence were received from Maureen Donnelly, Peter Southwick, John Barratt and Sally Williams and John Leslie.

2. Declarations of Interest

There were no declarations of interest.

3. Notification of Any Other Items of Business

An update on Minor Injuries and Illness Procurement was requested.

4. Minutes of the Last Meeting

The summary minutes of the last meeting were amended as follows:-

Referral to Treatment to read "For the Clustered PCT">

The summary minutes were agreed as a true record. **ACTION: Simon Barlow to review against notes.**

5. Matters Arising

5.1 Actions List

The Action List was updated and is appended to the minutes.

6. Finance Report

The Finance Reports for NHS Cambridgeshire and NHS Peterborough had been circulated prior to the meeting. Kevin Downing presented the Reports. He advised the Committees that NHSC was forecasting breakeven at the end of the year, with a £29k surplus at Month 3 NHSP was forecasting breakeven at the end of the year, with a £14k surplus at Month 3. Key risks to the financial position in both PCTs were:-

- over-performance on acute contracts
- non-delivery of QIPP savings (special Development Session being planned with Board and CCG.
- over performance in our Acute Trust providers against agreed contract values poses a considerable risk to the cluster PCT unless this is appropriately managed. We are reviewing all referrals and demand management interventions to ensure that these are appropriate.
- risk around PSHFT block contract – procedure invoked to review block by PSHFT.
- PSHFT System-wide Activity Action Plan being developed.
- prescribing appears to be on target – prudent forecasts in both PCTs. Still awaiting Month 2 data from the PPA
- Specialised Commissioning – currently forecasting under but up and down across East of England
- the retrospective review of Continuing Healthcare – the BAF risk remains high to reflect uncertainty.

The Chair thanked Kevin Downing for his Report. The Committee **noted** the Finance Reports for Month 3 for NHS Cambridgeshire and NHS Peterborough.

The Committee **noted** that a detailed discussion on QIPP would take place at the Board Development Session tomorrow.

7. Acute Performance Report / Performance Report

The Committee received the Acute Performance Report and the Integrated Performance Report which had been circulated prior to the meeting. Sarah Shuttlewood advised the Committee that data awaited so some areas not updated since last report. The key issues highlighted to the through both reports Committee are set out below:-

PSHFT

- RTT should deliver within recovery plan,
- A&E and Cancer Waits still not achieving targets
- Concern regarding Cost Improvement Plans.
- A further Never Event reported

CUHFT

- RTT - concerned regarding ability to improve performance.
- A&E Intensive Support Team visited and recommendations made. Need to resolve issues by end of August
- A number of issues remain. Escalation meetings continuing with the Trust on fortnightly basis.
- Information Notice issued – contract penalties if not improved

HHT

- Nearly reached CDifficile Ceiling – 6 cases against 7 for annual target. Root Cause analysis underway.

The Committee discussed the Reports. There was significant concern about the performance of PSHFT and CUHFT in relation to A&E and Referral to Treatment. The Committee **noted** the Acute Performance and Integrated Performance Reports.

8. Wheelchair Contract

A paper setting out information in relation to the Wheelchair Contract had been prepared by Catherine Mitchell and circulated prior to the meeting. She advised the Committee that the issue had been referred by the Quality and Patient Safety Committee due to 7 PALS issues which had arisen in the last quarter. Further investigation had identified only 3 cases linked to new service and these issues had been addressed by the Provider.

The Chair thanked Catherin Mitchell for her paper. Following a short discussion, the Committee **determined** that no further action was required other than regular contract monitoring.

9. ECF Diabetic Retinopathy Screening Contract

A paper updating the Committee on the ECF Diabetic Retinopathy Screening Contract had been prepared by Sarah Goddard and circulated prior to the meeting. She advised the Committee that the issue had been referred by the Quality and Patient Safety Committee as there were a number of issues which had been highlighted. These included Issues around backlog, information governance, data matching and quality. NHS Mid Essex was the Lead Commissioner. Performance being monitored by Programme Board which was meeting later in the day.

Following a short discussion, the Chair said that the Committee **determined** that there were no immediate safety concerns. The Committee agreed no further action was required at this stage but agreed that the PCG must hold contractors to account through proactive contract monitoring and the Programme Board. There was also a need to highlight performance issues to the National Commissioning Board through the Handover process.

10. Primary Care Premises

The Committee received and **noted** a paper on Primary Care Premises. The Committee **supported** the proposals in principle in relation to East Peterborough and Orton Bushfield.

The Committee requested that the financial information was checked and that access issues had been addressed. There was a need to strengthen agreements and to highlight the proposals to the National Commissioning Board. **ACTION: Dr Sushil Jathanna.**

10. Any Other Business

10.1 Minor Injuries and Illness Centre Procurement

Sarah Shuttlewood updated the Committee on the Minor Injuries and Illness Centre Procurement which was in line with the Primary Care and Urgent Care Strategy. A new service would be procured from April 2013. The Strategic Projects Team engaged to undertake procurement – costs £150k. The Committee supported the approach to proceed to PQQ. A full update would be provided to CCG and Board in August.

11. Date of Next Meeting

The date of the next meeting was confirmed as Tuesday 28 August 2012 – Meeting Room A, Town Hall, Peterborough

Sharon Fox
Trust Board Secretary
17 July 2012