

Primary Care Commissioning Committee							
Date of Meeting	10/03/2020		Paper Number	9			
Title	Financial Report for month 10						
Sponsoring Director (name and job title)	Debbie Fraser, Deputy Director of Finance						
Author(s)	Balwinder Chana Senior Finance Accountant, (NHS East Berkshire CCG) Richard Buckley, Head of Financial Control and CSU Support						
Purpose	To update the committee on the financial position for month 10 of 2019/20 for the primary care commissioning budgets of NHS East Berkshire CCG.						
The Primary Care Commissioning Committee is required to (please tick)							
Approve	<input type="checkbox"/>	Receive	<input type="checkbox"/>	Discuss	<input checked="" type="checkbox"/>	Note	<input checked="" type="checkbox"/>
Risk and Assurance <i>(outline the key risks / where to find mitigation plan in the attached paper and any assurances obtained)</i>	Financial Plans have been prepared in accordance with NHS England planning guidance and assured by the South of England Regional Office						
Legal implications/regulatory requirements	None						
Public Sector Equality Duty	Not Applicable						
Links to the NHS Constitution (relevant patient/staff rights)	None						
Strategic Fit	Not Applicable						
Commercial and Financial Implications <i>(Identify how the proposal impacts on existing contract arrangements and have these been incorporated?</i> <i>Include date Deputy CFO has signed off the affordability and has this been incorporated within the financial plan. Include details of funding source(s)</i>	As outlined in the report						

<p>Quality Focus <i>(Identify how this proposal impacts on the quality of services received by patients and/or the achievement of key performance targets)</i></p> <p><i>Include date the Director of Nursing has signed off the quality implications)</i></p>	<p>Not Applicable</p>
<p>Clinical Engagement <i>Outline the clinical engagement that has been undertaken</i></p>	<p>Not Applicable</p>
<p>Consultation, public engagement & partnership working implications/impact</p>	<p>Not Applicable</p>
<p>NHS Outcomes <i>Please indicate (highlight) which Domain this paper sits within by highlighting or ticking below: Please note there may be more than one Domain.</i></p>	<p>Domain 1 Preventing people from dying prematurely;</p> <p>Domain 2 Enhancing quality of life for people with long-term conditions;</p> <p>Domain 3 Helping people to recover from episodes of ill health or following injury;</p> <p>Domain 4 Ensuring that people have a positive experience of care; and</p> <p>Domain 5 Treating and caring for people in a safe environment; and protecting them from avoidable harm.</p>
<p>Executive Summary This report sets out the details up to the end of month 10 (January 2020) for the Primary Care Services Commissioning budgets.</p>	

Recommendation(s)

The Primary Care Commissioning Committee Group is asked to agree this report, and to note and agree the following:-

1. The CCG finance team together with the CSU rent review service have undertaken a review to ensure payments were in line with the most recent rent reviews.
Overpayments to two practices were identified (see Section 7 on page 11), where premises have been closed; arrangements will need to be put in place to adjust the rental payments going forward and to recover the overpayments.
The Primary Care Commissioning Operational Group to agree how this should be taken forward in terms of discussions with the Practices and possible advice from the LMC.
2. In order to facilitate the continued improvement of primary care, the Region invited expressions of interest for 2020/21 and 2021/22 Premises Improvement Grants, GPIT, Digital Technology and Equipping Capital by 24th February 2020. In response, the CCG has submitted an Expression of Interest (EOI) for Capital Proposals 2020/21 and Indicative Capital Proposals for 2021/22 under the Primary Care Transformation Programme for the indicative allocation value of £865k for each year. The EOI has now been submitted to NHSE and a Task & Finish group has been set up to deliver the subsequent business case requirements for March 2020. The EOI has been included at the back of this report under Section 8.

Primary Care Commissioning Committee



Report to the Primary Care Commissioning Committee – Berkshire East CCGs

Prepared by: Balwinder Chana, NHS East Berkshire CCG, Senior Finance Accountant and Richard Buckley, Berkshire East CCGs, Head of Financial Control and CSU support.

Classification: OFFICIAL

The National Health Service Commissioning Board was established on 1 October 2012 as an executive non-departmental public body. Since 1st April 2013, the National Health Service Commissioning Board has used the name NHS England for operational purposes.

1. Introduction

1.1. This paper sets out financial position for month 10 of 2019/20 for the primary care services delegated commissioning budget of East Berkshire CCG.

All figures in £'000s	Month				Year to Date				Forecast			
	Plan	Actual	Variance	% Variance *	Plan	Actual	Variance	% Variance*	Plan	Actual	Variance	% Variance*
GP Services 2019-20												
GP Contract Payment	2,492	2,504	(12)	-0.5%	33,337	33,369	(32)	-0.1%	40,005	40,005	-	0.0%
QOF Payments	411	427	(16)	-3.9%	4,112	4,155	(43)	-1.0%	4,935	4,935	-	0.0%
GP Seniority and Locums	99	118	(19)	-19.2%	986	816	170	17.2%	1,183	1,183	-	0.0%
GP Drug Payments	25	29	(4)	-16.0%	251	235	16	6.4%	301	301	-	0.0%
GP Premises	412	430	(18)	-4.4%	4,124	3,985	139	3.4%	4,950	4,950	-	0.0%
GP Enhanced Services	402	364	38	9.5%	4,017	3,995	22	0.5%	4,821	4,821	-	0.0%
GP Other Items	(242)	(242)	-	0.0%	50	57	(7)	-14.0%	60	60	-	0.0%
Prior Year Balance	-	-	-		-	-	-		-	-	-	
CCG Prescribing	-	-	-		-	(1)	1		-	-	-	
Collaborative Fees	9	9	-	0.0%	87	87	-	0.0%	104	104	-	0.0%
GP Premises other	9	9	-	0.0%	91	91	-	0.0%	110	110	-	0.0%
GP General Reserves	-	-	-		-	-	-		329	329	-	
Sub-Total	3,617	3,648	(31)	-0.9%	47,055	46,789	266	0.6%	56,798	56,798	-	0.0%
Other Primary Care Budgets												
Locally Commissioned Schemes	(20)	(36)	16	-80.0%	2,044	2,023	21	1.0%	2,455	2,455	-	0.0%
GPIT	199	199	-	0.0%	1,529	1,461	68	4.4%	2,074	2,006	68	3.3%
Out of Hours	401	401	-	0.0%	4,005	3,944	61	1.5%	4,806	4,745	61	1.3%
GP Extended Access	220	220	-	0.0%	2,199	2,199	-	0.0%	2,639	2,639	-	0.0%
Primary Care Investments	271	390	(119)	-43.9%	232	238	(6)	-2.6%	278	278	-	0.0%
GP Forward View	48	48	-		476	476	-		571	571	-	
Sub-Total	1,119	1,222	(103)	-9.2%	10,485	10,340	145	1.4%	12,823	12,694	129	1.0%
Grand Total	4,736	4,870	(134)	-2.83%	57,540	57,129	411	0.7%	69,621	69,492	129	0.2%

* The variance is to plan

2. Commentary on the position

An overview of the month and 19/20 outturn position is below

2.1 Month position

The month position in month 10 is a £134k adverse variance.

2.2 Year to Date Position

Overall the YTD position is a favourable variance of £411k with main variances explained below:

• GP Contract Payment	£32k overspend	PMS Contracts are underspent by £91k while GMS and APMS contracts are overspent by £85k and £37k respectively.
• QOF	£43k overspend	Overspend due to 2018/19 achievement being higher than anticipated when planning.
• GP Seniority and Locums	£170k underspend	Current underspend on Locum Mat/Pat & sickness and CQC reimbursements of £186K and £30k while Seniority payments are currently above plan by £45k.
• GP Drug Payments	£16k underspend	Seasonal variation.
• GP Premises	£139k underspend	Premises rents are underspent by £86k due to assumption made in planning for new premises which have not yet been brought into use. Premises rates are underspent by £58k and Water rates are overspent by £5k.
• GP Enhanced Services	£22k underspend	Minor Surgery, Extended hours, Violent Patient DES are underspent by £21k, £14k and £2k respectively while the PCN workforce is overspent by £13k.
• GPIT	£68k underspend	Release of prior year accruals.
• Out of Hours	£61k underspend	Investigating whether budget adjustment was in line with the new contract value.

- Primary Care Investments £6k overspend Expenditure relates to the Discharge summary review by Practices.

- GP Forward Review New allocations received for GP Reception & Clerical Training Systems £79K, Online Consultation Software Systems £186K, Practice Resilience £57K, Primary Care Networks Development £188K, and GP Retention £60K.

Forecast Outturn

The forecast outturn at month 10 is a favourable variance of £129k. This is due to the release of GP IT accruals, £68k and a forecast underspend of £61k on Out of Hours.

3 Assumptions on reporting

The figures have been prepared in accordance with the following national guidance:

- Accruals will be as per accounting standards and will be to the expected year end outturn position.

4 Contracting and procurement activity

- Slough Walk in Centre APMS contract, 12 month extension to the contract to September 2020, in line with the contract the registered population will be updated on a quarterly basis, this will be back dated to April 2019.

5 Reserves

The following provides a narrative update and forward plan for the proposals against available investments; objective is to deliver business cases before Qtr 3 2019/20 to have clarity:

Recurring Investments

Lower Limb Ulcers: Existing Bracknell and Ascot CCG baseline funding of £108,000, leaving a net investment requirement of £239,000 plus an additional £19,000 required for the enhanced preventative service. **Approved at October PCOG/ November PCCC**

Primary Care Premises Development revenue programme: from the ETTF, ICS Wave 2 and private investment schemes five year forward plan to be built with what is known. ETTF and ICS figures will be set at FBC approval which will be after September.

Non Recurring Investments

Committed from previous year

Additional Support in Primary Care: two year employment contracts (2 x band 7) for team capacity enabling additional time to support the implementation of the NHS policy around Primary Care Networks. Work with PCN Clinical Directors has commenced to identify areas of support and offer 'in kind'

Approved 2019/20

Network Transition: working with Clinical Directors of PCNs in relation to access to these funds for first 100 days of PCN establishment. **Approved July PCOG/PCCC**

Seasonal (Winter) Pressures additional capacity: member workshops scheduled in July to review and look forward to urgent access in general practice. **Approved September PCOG**

Awaiting business case/proposals

Primary Care Infrastructure and Transformation: facilitation for practices implementing transformation plans aligned to premises developments. **Paper in December 2019 proposed to allocate funding to areas that came out of the needs assessment.**

Request to support a bridging arrangement for the CCG to cover additional costs for the Ascot (Ben Lynwood) development, these will be reimbursed by NHSE following the FBC outcome.

Vulnerable Services Support: accessible through Part 2 of PCOG, to be committed as required or released through recommendation from the Practice Resilience Group. **Business Case – drawn down as required**

A breakdown of the CCG Primary Care reserves and its deployment plan is as stated below:

	19/20 £ 000	20/21 £ 000	21/22 £ 000	22/23 £ 000	23/24 £ 000
Opening Reserves Balance	2,009	2,009	2,009	2,009	2,009
0.5% Contingency	291	291	291	291	291
Total Reserves	2,300	2,300	2,300	2,300	2,300
Investments					
Committed and Drawdown					
LCS - Anticipatory Care Planning	1,455				
LCS - AF/Hypertension	186	186	186	186	186
Lower Limb/Wound Care Current Pilot	330	330	330	330	330
TOTAL Recurring Current Year Committed and Drawdown	1,971	516	516	516	516
Reserves Remaining after drawdown	329	1,784	1,784	1,784	1,784
Investments - Business Cases Required					
NHSP Lease for SWIC	196	196	196	196	196
PC Premises - forward plan		132	514	644	644
Total Investments - Subject to approval	196	328	710	840	840
Total Reserves Remaining	133	1,456	1,074	944	944
Non Recurrent Funding 19/20					
Additional Support Primary Care	93				
Winter Pressure Support	400				
PC Infrastructure & Transformation	210				
PCN 100 Days	100				
Network Transformation	400				
Vulnerable Services	300				
Total Non Recurrent	1,503				

6 Finance Transition Plan

	Action	What	By when	By Whom	Process Note Available	Update	Handover Completed Y/N
Finance							
1	PMS/GMS Contract payment Schedules	Monthly Payments List/Price changes	01/10/2019	S Reynolds	Y	CCG to process and update from November 19	Y
2	PMS/GMS Contract payment proforma templates	Monthly Payments	01/10/2019	A Overton	Y	CCG will input payments from November 19	Y
3	PCSE Contract Payment templates	Monthly Payments	01/10/2019	A Overton		CCG to process from November 19	Y
4	CQC reimbursements	Monthly Payments	Completed				Y
5	GP Retainer Scheme	Quarterly Payments	31/10/2019	A Overton		Awaiting notes/spreadsheet from NHSE	Y
6	Minor Surgery Des	Quarterly Payments	31/10/2019	A Overton			Y
7	Extended Hours Des Payments	Quarterly Payments	Completed	A Overton			Y
8	First Practice Management (FPM)	Annual Payments	01/10/2019	A Overton			Y
9	Manual MPIG payments	Monthly Payments	01/10/2019	A Overton			Y
10	PMS Premium Payments	Monthly Payments	01/10/2019	C Hobbs		Information received from NHSE	Y
11	GP Dispensing Fees Month End accruals	Month End Closedown	01/10/2019	S Reynolds			Y
12	Practice Premises Reimbursements	Monthly Payments	01/10/2019	S Reynolds	Y		Y
13	Direct Premises Payments	Invoice check and approve	01/10/2019	A Overton		NHSE to send over files.	Y
14	CQRS approval	Enhanced Services Approval	31/10/2019	A Overton		CCG finance need to be set up on CQRS	Y
		QOF Achievement	31/10/2019	A Overton			Y
15	Practice payment queries	Investigate and respond	Completed				Y
16	GP Pension payover	Monthly Reconciliation and Payment	Completed	A Overton			Y
17	GP Pension Compliance	Annual Declaration	Completed	A Overton			Y
18	GP Levy payover	Monthly Reconciliation and Payment	Completed	A Overton			Y
19	GP Locum Reimbursement Claims	Process and pay	01/10/2019	L Howes		CCG to process new claims. Current claims still to be processed by NHSE	Y
20	Collaborative Fee Claims	Process and pay	31/10/2019	A Overton			Y
21	Month End Closedown	Review variances to plan and prepare Accrual Journals and supporting working papers	Completed				Y
22	Forecast Outturn	Monthly review	Completed				Y
23	Month End Reporting	Reports for delegated budget	Completed				Y
24	Financial Planning	Operational Plans	05/09/2019	C Hobbs			Y
25	Budget Setting	Practice level budgets on JSFF	Completed				Y
26	Supplier changes	GP Practice	NHSE Retain	C Hobbs		New process requires NHS England to retain this function	N
27	FOI Requests	Collate response	Completed				Y
28	Section 96 Support	Due Dilligence	31/10/2019	C Hobbs		Meeting held with NHSE/ CCG Finance and Primary care team to go through S96	In Progress

Notes

The NHS England team are still dealing with the following historic claims.

- 1) Locum sickness and Maternity Claims, these will pass to the CCG finance team before the NHSE team transitions into their new roles.

- 2) Water rates claims. The CCG has received invoices for late payment fees that have been disputed by the NHSE team. They will continue to try to resolve this with the water companies.

Section 96 Support

Meeting has been held between NHSE and the CCG teams to go through the S96 support process. Following the meeting the CCG teams identified areas where they would still need support in this area.

7 Premises Rent

The CCG finance team together with the CSU rent review service reviewed the rent payments to ensure that they are in line with the most recent rent reviews. We found that payments were correct except in two cases where payments had been made where surgeries had been closed. The table below has the details of the surgeries and overpayments to date.

Practice Name	Closed Premises	Date Closed	Overpayment to date
Upton Medical Partnership	Sussex Place	March 2018	£61,417
The Orchard Surgery	Wheelwrights Place Surgery	December 2016	£28,815

8 Expression of Interest

Capital Proposals 2020/21 and Indicative Capital Proposals for 2021/22

Region: South East

Name of Scheme: 15D-020-001

Reference Number : *(naming convention is: CCG code, current year (020 for 20/21 or 020 for 21/22), scheme number starting at 001, for example, (99F-020-001)).*

Name of STP: Frimley

Priority ranking within STP strategic estates plan: High

Name of CCG: NHS East Berkshire

Contact details of Lead Officer: Anshu Varma anshuvarma@nhs.net

Contact details of Finance lead: Debbie Fraser debbie.fraser2@nhs.net

Type of Scheme (delete as appropriate): Grant

Type of Capital (delete as appropriate): GPIT and Clinical building works

Who will own the Asset? GPIT will be NHSE assets, CCG capital will be CCG asset / Grants will be the associated provider.

What is the purpose of the scheme? Primary Care Transformation Programme delivery

Brief Details of Scheme:

The Scheme supports the General Practice Forward View (GPFV) and the NHS Long Term Plan investing in GP Practice infrastructure with the aim to ultimately improve 'patients access to services,' provide 'patient information at the point of patient of care' and 'paperless records' by the year 2020.

Clinical Building works

The Primary Care Infrastructure Plan supported the maintenance and development of the premises capacity and capability to deliver sustainable and future proof general practices. Capital MIG investment will be focused on the outcome of the Six Facet survey of general practice specifically around the quality requirements for infection control, Disability Discrimination standards and change of use following the implementation of Digital First schemes.

The NHS Long Term Plan sets out ambitions for Elective Transformation resulting the transfer of integrated elective care services in the community and primary care. The investment for clinical builds and equipment grants to providers to enable the transition of patient's services into the community will be support through capital allocations.

GPIT

The Scheme aims to address any gaps as highlighted in the 2019 Primary Care Digital Maturity Assessment and the recently published revised GPIT Operating Model 2019/21. This will ensure IT hardware and Infrastructure meets the nationally mandated Warranted Environment Specification (WES) requirements. It will also enable the development of our infrastructure to Infrastructure as a Service (IaaS) along with upgrades of Software and Operating systems to meet national security requirements in order to mitigate any Cyber security Risks.

If Building works, is this scheme included in the STP estates Strategy? Yes

Is Planning Permission required: No

How will the proposal be procured? Under CCG financial instructions

Is tendering required, if so, how long will this process take? Within the timeline of the funding for 2020/21 and 2021/22

Total Value of scheme:

	2020/21 £000s	2021/22 £000s
Total Value of Scheme	£ 865	£ 865
NHSE Contribution	£ 865	£ 865
Other Contribution	£	£

To be completed and returned to CCG by Friday 24 January 2020