

F&P(M)17/01
Minutes: 1 - 19

NHS GREATER GLASGOW AND CLYDE

**Minutes of the Meeting of the
Finance & Planning Committee held at
1.00pm on Monday, 14 February 2017 in the
Board Room, J B Russell House, Gartnavel Royal Hospital,
1055 Great Western Road,
Glasgow, G12 0XH**

P R E S E N T

Mr J Brown

Ms S Brimelow	Mr R Finnie
Ms M Brown	Mrs J Forbes
Mr S Carr	Mrs D McErlean
Mrs J Donnelly	Mrs T McAuley
Prof A Dominiczak	Mr A Macleod

O T H E R B O A R D M E M B E R S I N A T T E N D A N C E

Mr R Calderwood Mr M White

I N A T T E N D A N C E

Mr P Cannon	..	Deputy Head of Administration
Dr E Crighton	..	Consultant in Public Health Medicine (For Minute 12)
Ms A Harkness	..	Director, South Sector
Mr D Loudon	..	Director of Property, Procurement and Facilities Management
Mrs A MacPherson	..	Director of Human Resources & Organisational Development
Mr C Neil	..	Assistant Director of Finance
Ms C Renfrew	..	Director of Planning & Policy

1. APOLOGIES, WELCOME AND PRELIMINARIES

Apologies were intimated on behalf of Dr Lyons, Mr Fraser and Mrs Sweeney.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF PREVIOUS MEETING

On the motion of Mr Macleod, seconded by Mrs McAuley, the Minutes of the Finance & Planning Committee meeting held on 28 November 2016 [F&P(M)16/02] were approved as a correct record.

4. MATTERS ARISING

a) Rolling Action List

There was submitted a paper [Paper No 17/10] by the Deputy Head of Administration which provided an update of the actions within the previous minute, which was noted.

b) Draft Remit

There was submitted a paper [Paper No 17/11] by the Deputy Head of Administration which set out an updated draft of the Remit of the Committee. It was noted that the Remit of the Committee, along with the Remits of the Board's other Standing Committees, will be presented in a consistent format to the February 2017 Board for approval. It was acknowledged that these Remits will also be reviewed in 6 months time as part of the Board's Annual Review of Governance arrangements.

5. FINANCIAL MONITORING REPORT MONTH 9

The Director of Finance provided a powerpoint presentation which set out the key messages arising from the month 9 revenue position. It was noted that Mr White was continuing to predict that the Board will break-even at the year end, but that this will rely significantly on the use of reserves. In response to a question from Mr Carr, Mr White confirmed that there would still be a small reserve in place for 2017/18; the exact amount would be dependent on how much of the current reserve was required at year end.

In relation to further income through land sales, Mr White reported that there were some land sales being progressed, as well as the Yorkhill site, but that the timings of income receipts was difficult to predict at this stage.

In terms of ensuring that the ongoing run rates of spend were brought in line with budgets for 17/18 and beyond, Mr White detailed the range of local measures being taken, and the support being provided by colleagues in internal audit to ensure that there are robust controls in place, especially in the supply chain, and procurement more generally.

Mr Calderwood highlighted the work being taken forward on capacity and productivity to balance service delivery within the available resource.

Mr White summarised the key next steps as follows: -

- High level Financial Plan to Scottish Government by the end of February 2017
- Further detail to Board Seminar on the 7 March 2017 and Acute Services Committee on 21 March 2017
- Draft LDP Submission to Scottish Government by the end of March 2017
- Draft Financial Plan to May 2017 Board Meeting.

NOTED

6. ACUTE COST CONTAINMENT PROGRAMME FOR 16/17 - UPDATE

The Director of Finance provided a powerpoint presentation which set out the cost

containment opportunities for 2016/17 and their relative financial values. Mr White and Mr Neil took Members through the presentation summarising the key initiatives being taken forward, specifically highlighting Premium Rate Agency Nursing and Medical Locums.

Mr White highlighted the month 9 position, the non recurring support in place for 2016/17, medical and nursing pays reductions, and a CRES forecast for 2016/17 which was showing an under recovery of £4m - £5m against a target of £21.7m.

Mr White also highlighted that the month 9 position showed positive signs of expenditure reduction, with further opportunities anticipated in 2017/18. Medical Salaries were nearing breakeven and there was a reduction in the overall nursing pressure, however the Board's ability to cease expenditure underpinned by non recurring sources would be critical to the financial position moving forward.

NOTED

7. CAPITAL PLANNING PROCESS AND UPDATE

The Director of Property, Procurement and Facilities Management took colleagues through a presentation which set out the capital planning processes and structures in the Board, and how this linked to the Scottish Government approval structures, and indicated that the Board's Capital Plan would be presented to the Board in June 2017.

NOTED

8. FINANCIAL PLANNING FOR 17/18 UPDATE

The Director of Finance provided a powerpoint presentation which set out the key elements of financial planning for 2017/18. Mr White set out the background and scale of the challenge, the cost drivers, key workstreams being taken forward to look at productivity, use of diagnostic tests, and the bed model, workforce issues, and pharmacy and prescribing pressures. Members noted that the impact of delayed discharges and the demands from unscheduled care were also being factored into considerations.

NOTED

9. HSCP ALLOCATIONS

Mr Calderwood reported that he was in dialogue with IJB Chief Officers and Heads of Finance, along with Mr White, concerning 2017/18 IJB revenue allocations and a further update would be provided after a meeting being held on Friday 17 February 2017.

NOTED

10. EFFICIENCY PLANS FOR 17/18

This item was deferred.

11. ROWANBANK MEDIUM SECURE UNIT - EXTENSION

There was submitted a paper [Paper No 17/12] by the Regional Services Director which set out the Initial Agreement for the extension to the Rowanbank Clinic for submission to the Scottish Capital Investment Group.

Mr Loudon highlighted that the Initial Agreement was the second required step in the Scottish Capital Investment Manual process, and approval by the Board's governance committees was required. It was therefore noted that the paper attached to the report had been approved by the Board's Capital Group on 2 February 2017 and provision made in the Capital Plan for this expenditure.

Members were reminded that demand for male mental illness beds exceeded availability and out-of-area (OOA) placements were necessary in order to manage patient flow and avoid legal challenges by patients. The Initial Agreement therefore sought agreement to an increase of 18 beds. The Committee previously approved the first step, the Strategic Assessment, in November 2016.

In acknowledging that additional capacity was required, and supporting the proposal, Ms Brown asked that officers take account of local sensitivities about the increase in the number of beds within the Clinic, which it was noted would not lead to a physical expansion of the site, but better use of land within the current footprint.

APPROVED

12. GLASGOW COMMUNITY PLANNING PARTNERSHIP - TRANSITION

There was submitted a paper [Paper No 17/13] by the Director of Planning & Policy in the form of a paper from colleagues in Glasgow City Council, which set out a summary of the requirements set out in the Community Empowerment (Scotland) Act 2015 in relation to community planning.

The paper also set out detailed progress made to date to support the transition arrangements; and proposed the next steps to ensure that the Glasgow Community Planning Partnership complied with the requirement to publish a Local Outcome Improvement Plan and associated Locality Plan(s) by October 2017.

Mr Brown welcomed Dr Crichton, Consultant in Public Health, to the meeting to introduce the paper and explain the implications for the Board.

Dr Crichton explained that she was a nominated representative from NHS Greater Glasgow & Clyde and commended the approach being adopted within Glasgow City Council to involve strategic partners in this important community work. It was highlighted that this process only involved Glasgow City Council and that the remaining 5 Integrated Joint Boards needed to establish similar arrangements.

Mr Brown thanked Dr Crichton for attending and updating the Committee on this area of development.

NOTED

13. MEDIUM TERM FINANCIAL PLANNING

Mr White provided a brief overview of the process of medium term financial planning which was noted.

NOTED

14. LOCAL DELIVERY PLAN GUIDANCE

There was submitted a paper [Paper No 17/14] by the Director of Planning & Policy which set out the guidance for Boards in delivering a Local Delivery Plan. It was noted that the 2017/18 Local Delivery Plan (LDP) Guidance (which was attached) suggested that the LDP process will evolve as new arrangements for regional planning and the delivery of services were put in place alongside the recommendations of the national review of targets and indicators for health and social care initial recommendations, due in Spring 2017.

It was noted that the LDP draft should be submitted to the Scottish Government by 31 March 2017, with final plans by 30 September 2017.

NOTED

15. ACUTE SERVICES TRANSFORMATION

There was submitted a paper [Paper No 17/15] by the Director of Communications which set out how the Board might begin to engage with the public and staff on the transformation of NHS services in Greater Glasgow & Clyde.

The paper was in line with the Scottish National Delivery Plan and the National Clinical Strategy, and Mr McLaws took colleagues through the short paper, which was intended to provide a high level overview of the challenges being addressed and the how clinical and financial resources would be deployed in the years ahead.

Members welcomed the paper and provided comments to Mr McLaws on content and presentation, and it was noted that this would be revised and presented to the Board in February 2017.

NOTED

16. INTEGRATING FINANCIAL AND SERVICE PLANNING

Mr Brown indicated that he would like to discuss how financial and service planning might be better integrated but in view of the time remaining it was agreed to carry this forward to the next meeting.

**Deputy Head
of
Administration**

NOTED

17. PROPERTY COMMITTEE MINUTES : 9 NOVEMBER 2016

NOTED

18. CAPITAL PLANNING GROUP MINUTES : 14 DECEMBER 2016

NOTED

19. DATE AND TIME OF NEXT MEETING

Tuesday 4 April 2017, at 1.00pm, in the Board Room, JB Russell House, Gartnavel Royal Hospital, 1055 Great Western Road, Glasgow, G12 0XH.

The meeting ended at 5.10pm