

Extra Ordinary Finance & Performance Committee
23rd September 2015
Jaguar Room, Orsett Hall

Present:	Dr S Das (SD)	Secondary Care Consultant
	Mr A Olarinde (AO)	Chief Finance Officer
	Ms M Ansell (MA)	(Acting) Interim Accountable Officer
	Dr A Deshpande (AD)	Chair of the Board
	Dr Nimal-Raj (NR)	GP Board Member, Safeguarding Lead
	Ms L Buckland (LB)	Lay Member
	Ms G Curtis (GC)	Deputy Business Manager, Minutes
In Attendance:	Ms J Hucey (JH)	Commissioning
	Mr R Chaudhari (RC)	Head of Primary Care Development

1.	Welcome & Apologies
	<p>SD welcomed all to the meeting. It was noted that this was an Extra Ordinary Finance & Performance Committee to discuss and make a decision regarding the procurement waivers requested for dermatology and ophthalmology services. It was also noted that the minutes of the Finance & Performance Committee held on the 16th September, where these two procurement waivers had been discussed at length, were within the papers from today's meeting for information.</p> <p>SD asked if there were any declarations of interest that were not already on the register, none were declared.</p>
2.	Procurement Papers
	<p>RC and JH attended the meeting to present the Dermatology and Ophthalmology Procurement Papers to the Committee. These are being presented for approval of the procurement waivers for each of the service.</p> <p>SD stated that these have already been viewed by the committee at the previous two meetings. As the last meeting of the committee held on 16 September was not quorate, this extraordinary meeting has been arranged to discuss and make a decision regarding the waivers. At the last meeting, the committee members who were present recommended agreement for these waivers.</p> <p>AO stated that as Chief Finance Officer he has the authority to approve the waivers, however it is good practice for these to be presented to the Finance & Performance Committee.</p> <p>Dermatology</p> <p>Questions: AD asked how the waiver will work. AO confirmed that this is a waiver of the SFIs. The proposal is to award the contract to Mayflower Community Centre because, if we do not award them the contract, we would need to go out to procurement. The same applies to the ophthalmology, it is proposed to award the contract to the LOC as they have a special purpose legal entity set-up which the CCG can hold a contract with. RC also confirmed that the LOC are a registered federation.</p>

LB asked for the rationale behind not completing the procurement process for these services.

RC confirmed that with relation to Dermatology we have previously been out to procurement and found that there was no market for this, the only appropriate provider was BTUH. It was also noted that with the small savings that would be made, these would be spent carrying out the procurement process. RC also confirmed that a block contract will be put in place for the dermatology service, this will be based on last year's activity. RC stated that the specification will be tight and we will indorse this by QIPP savings, this will also cover double counting and inappropriate referrals.

RC also stated that if the provider refuses the specification then we will need to complete a procurement process. A meeting is planned for tomorrow following agreement from the committee to discuss this further.

AO asked why a 3 year contract is being proposed. RC confirmed that the contract confirmation will be agreed within the specification. To provide assurance on the contract a longer term is required, this also assists with transformation. RC also stated that there is a notice period written within the contract.

RC confirmed that following the meeting a paper will be brought back to the committee to confirm the final arrangements.

All present at the meeting agreed to the waiver for the procurement of the dermatology service. AO will be endorsing the paper with the support of the Finance & Performance Committee.

Ophthalmology

NR raised concerns around the LOC being a committee. RC confirmed that they are a federation and are already providing services that we contract with.

AO asked who the contract will be held with. RC confirmed that the LOC Federation will be the provider organisation, they will also be signing up to the specification and other elements. RC confirmed that we will also be checking their CQC registration as this is part of the specification.

The committee recommended the approval of a conditional waiver, subject to receiving the above assurances in writing.

LB asked if we were the last CCG to approve the waiver. RC confirmed that we are the last CCG, but also detailed that Basildon & Brentwood CCG have not agreed to this proposal as they have expressed concerns around the financial element of the proposal. We are working with the providers to deliver this service and we are completing work to address the issues.

JH detailed that the current cost of the service is £220k across South Essex, the new service will cost £150k across South Essex.

AO asked for the costings and savings to be detailed within a table and shared with the committee.

It was detailed that the committee would need to understand the process if Basildon & Brentwood CCG do not take this proposal forward.

Date of Next Meeting

21st October 2015, 9am, Thames Room, Civic Offices