

Report to (Board/Sub-Committee):	Joint Co-Commissioning Committee
Date of Meeting:	30 th January 2018
Subject:	CCG Estates and Technology Transformation Fund (ETTF) Underspend
Presented by:	Rachel Singyard, Service Manager Primary Care

STATUS OF THE REPORT

For Approval / Ratification ✓

PURPOSE OF REPORT:	<p>This report has been prepared to update the Joint Co-Commissioning Committee regarding the use of underspend monies against the CCG’s ETTF budget, which was £48k. It was agreed at the last meeting that this budget would be considered for use against technology schemes within federations or general practice, subject to any proposed schemes meeting an agreed set of principles.</p> <p>Federations and Practices were invited to submit proposals, and a total of 12 bids were received. All bids were assessed by a panel within the CCG and only 5 were deemed to fully meet the agreed criteria. The combined cost of these schemes is £22,988. A number of the remaining schemes were identified as potentially being of benefit, despite not fully meeting the criteria. This was because of their potential to benefit a wider population within NELCCG. If these were to be approved, this would equate to a combined cost of £48,060, which is almost exactly in line with the available budget.</p> <p>The Committee is being asked to note the submissions that have been agreed and consider whether or not to agree to broaden the criteria to support more schemes.</p> <p>Full details are set out within the attached paper.</p>
Recommendations:	<p>The Joint Co-Commissioning Committee is asked to:</p> <ul style="list-style-type: none"> • Note the submissions made against the CCG’s ETTF budget underspend and the schemes approved as meeting the agreed criteria • Approve the recommendation to broaden the criteria and approve schemes that did not fully meet criteria but could support services more are delivered more widely than individual practice level
Sub Committee Process and Assurance:	N/A

Implications:	
Risk Assurance Framework Implications:	N/A
Legal Implications:	N/A
Equality Impact Assessment implications:	<i>An Equality Impact Analysis / Assessment is not required for this report.</i>
Finance Implications:	<p>A total of £48k was identified by the CCG to support ETTF schemes, which has not been utilised. The schemes agreed as meeting the criteria for use of this underspend total £22,988.</p> <p>If the Committee approve a broadening of the criteria to allow more schemes to be funded, the total would be £48,060, which could be accommodated from within existing primary care budgets.</p>
Quality Implications:	Some of the proposals from federations or practices should improve the patient experience.
Procurement Decisions/Implications (Care Contracting Committee):	N/A
Engagement Implications:	N/A
Conflicts of Interest	<p><i>Have all conflicts and potential conflicts of interest been appropriately declared and entered in registers which are publicly available? Yes</i></p> <p><i>Please state any conflicts that need to be brought to the attention of the meeting.</i></p> <p>All GP members of the Co-Commissioning Committee will be unable to take part in this decision, due to a conflict of interest.</p>
Strategic Objectives <i>Short summary as to how the report links to the CCG's strategic objectives</i>	1. Sustainable Services A number of schemes identified support practices with their workload and/or efficiency and therefore contribute to sustainability of general practice services.
	2. Empowering People
	3. Supporting Communities
	4. Delivering a fit for purpose organisation

NHS Constitution:	 <p>NHS_Constitution_WE B.pdf</p> <p><i>Does the report and its recommendations comply with the requirements of the NHS constitution? Yes / No</i></p> <p><i>If Yes, please summarise key issues</i></p>
Report exempt from Public Disclosure	No
Appendices / attachments	See full detail within paper that follows from page 4.

Use of CCG Estates and Technology Transformation Fund (ETTF)

1.0 Introduction

This report has been prepared to update the Joint Co-Commissioning Committee regarding the use of underspend monies against the CCG's contribution to the ETTF budget. It was agreed at the last meeting that this budget would be considered for use against technology schemes within federations or general practice, subject to any proposed schemes meeting an agreed set of principles.

2.0 Principles for use of underspend

The Committee agreed the following principles:

- Proposals should relate to infrastructure costs for system improvements / upgrades that clearly support collaborative working between practices or within GP federations
- All costs should be non-recurrent and should be reasonable, accepting the overall envelope is limited*
- Practices or federations will have to confirm to the CCG that they will self-fund any annual / on-going costs associated with developments
- All work should be completed by 31st March 2018

**if practices or federations have ideas for improvements or upgrades that are of a significant value (i.e. a large proportion of the total envelope or more than that available), these could be considered for investment in future years.*

3.0 Bids Received

A total of 12 bids have been considered against this budget. Two of these bids were originally submitted to NHS England as part of the GP Resilience bid, but were transferred into this process as they met these criteria.

Only 5 bids fully met the criteria. The detail can be seen within the table below.

Proposal Detail	Priority	Value
Upgrade to Telephone system to enable link with other practices within the Federation.	3	£ 4,179.00
Three practices to upgrade to PC based Spirometer machine and ECG machine (going paperless), to allow staff from the three practices to work across various sites.	3	£ 4,302.00
Installation of telephone software to enable two practices working together to be able to monitor incoming calls and allocate staffing most effectively to meet demand, improving the patient experience as well as staff satisfaction and efficiency.	3	£ 2,544.00

Upgrade to Telephone system to integrate with other sites within the Federation.	3	£ 7,763.00
Implement electronic document management sharing system for sharing documents effectively across the practices within the Federation	3	£4,200
TOTAL		£22,988.00

There were 3 bids which felt to be of value, despite not fully meeting the criteria; they included:

Proposal Detail	Priority	Value
Upgrade to air conditioning unit within minor surgery suite (service provided across NEL) & replacement Jayex Board for minor surgery suite area	2	£ 4,452
Refresh of Colposcopy Service Equipment (service being considered for delivery across Federation)	2	£ 19,420
Replacement of headlight/torch for gynaecology room (service available across Federation)	2	£ 1,200
TOTAL		£25,072

There were other bids where they were either heavily reliant on recurrent funding, or were purely relating to an individual practice, which were not approved under this scheme. Two of these were passed through to NHS England as part of the Resilience Funding bids.

4.0 Next Steps

The schemes which were rated as fully meeting the criteria have already received letters of approval. There is an opportunity to consider whether those schemes rated as almost meeting criteria should be considered, by broadening the criteria as follows (changes identified in bold):

- Proposals should relate to infrastructure costs for system improvements / upgrades **or equipment** that clearly support collaborative working between practices or within GP federations **or support the delivery of service across wider than just an individual practice footprint.**

5.0 Recommendation

The Joint Co-Commissioning Committee is asked to:

- Note the submissions made against the CCG's ETTF budget underspend and the schemes approved as meeting the agreed criteria
- Approve the recommendation to broaden the criteria and approve schemes that did not fully meet criteria but could support services that are delivered more widely than individual practice level.