

## NHS COMMISSIONING BOARD AUTHORITY

### Decisions of the meeting of the public Board meeting held on 13 April 2012

	Agenda Item	
<b>2</b>	<b>CCG Authorisation</b>	
<p>The draft guide for applicant CCGs, which builds on <i>Developing clinical commissioning groups: Towards authorisation</i> published 30th September 2011 and formally adopted by the NHS Commission Board Authority (NHSCBA) on 2<sup>nd</sup> February 2012, is designed to enable aspiring CCGs to prepare their application and determine the timing of their application for authorisation. It is intended to help CCGs develop clear plans to progress through the authorisation process and become an authorised CCG.</p>		
<p><b>The Board resolved:</b></p> <ol style="list-style-type: none"> <li>1. to approve the guidance – ‘Clinical Commissioning Group Authorisation: Draft Guidance for Applicants’.</li> </ol>		
<b>3</b>	<b>Recruitment Strategy</b>	
<p>The Recruitment Strategy paper outlined the significant recruitment and organisational development challenge facing the NHS CBA; summarised the progress that has been made to date; set out the broad timetable for transfers and recruitment over the coming year; described the preparatory work that is taking place now; and identified challenges to delivery and the steps that are being taken to address these challenges.</p>		
<p><b>The Board resolved:</b></p> <ol style="list-style-type: none"> <li>1. to note progress to date and the work currently being undertaken to finalise the recruitment strategy;</li> <li>2. to endorse the proposed timetable for recruitment;</li> <li>3. to note the risks associated with the recruitment plan and the mitigating actions and;</li> <li>4. delegate authority for approval of the revised People Transition Policy to the Chief Executive</li> </ol>		

<b>4</b>	<b>NHS Commissioning Board Authority: NHS CB Programme Update Report</b>	
<p>The NHS Commissioning Board Development and Implementation Programme is focused on setting up the new NHS Commissioning Board (NHS CB) and making sure it is fully operational by April 2013. The report updated the Board on progress to date.</p>		
<p><b>The Board resolved:</b></p> <ol style="list-style-type: none"> <li>1. to note current progress with delivery of the programme</li> </ol>		
<b>5</b>	<b>An Integrated Finance and Accounting System for the NHS CB and the Clinical Commissioning Groups (CCG's)</b>	
<p>The use of a common integrated finance and accountancy system across the NHS Commissioning Board (NHS CB) and CCGs has a number of service benefits. The NHS Commissioning Board Authority (NHS CBA) is seeking to realise these benefits through procurement of this system. A contract to develop and supply this system was signed with Shared Business Services on 29<sup>th</sup> March 2012.</p>		
<p><b>The Board resolved:</b></p> <ol style="list-style-type: none"> <li>1. to note the paper and the actions taken under delegated powers by the Chief Executive and Interim Director of Finance;</li> <li>2. to confirm that the use of the integrated finance and accountancy system will be a condition of authorisation for all CCGs; and</li> <li>3. to confirm that the cost of providing the integrated finance and accountancy system will be retained by the NHS CB and not passed onto CCGs for the lifetime of the contract.</li> </ol>		
<b>6</b>	<b>Emergency Planning</b>	
<p>A key role of the NHS CB is to ensure that the NHS in England is properly able to deal with potential threats to its operation and to take command of the NHS during emergencies where this is necessary. The delivery of the Emergency Preparedness Resilience and Response model must be in place by 31 March 2013. The paper updated the Board on proposed next steps.</p>		

<p><b>The Board resolved:</b></p> <ol style="list-style-type: none"> <li>1. to note the paper; and</li> <li>2. to agree next steps to enable the NHS CBA to start the implementation phase for EPRR for the NHS.</li> </ol>	
<b>7</b>	<p><b>Governance issues:</b> Finance and Procurement Controls Sub Committee</p>
<p>Since May 2010, the Coalition Government has required Departments and their Arm Length Bodies (ALBs) to operate a range of efficiency controls to secure savings through freezes in external recruitment, new information communications technology (ICT) projects, and communications, advertising and marketing activity, controls over spend on consultancy, property, pay and business travel, and improvements in how they procure common goods and services.</p> <p>A Finance and Procurement Controls sub-committee has been identified as a suitable vehicle by the NHS CBA for the purposes of carrying out these responsibilities.</p>	
<p><b>The Board resolved:</b></p> <ol style="list-style-type: none"> <li>1. to approve the establishment of the Finance and Procurement Controls sub-committee and the Terms of Reference.</li> <li>2. to approve the amendment to Ways of Working (including Standing Orders) to take account of this new sub-committee.</li> <li>3. to note the use of Chairman's Action regarding the procurement of external support for the CCG Authorisation process.</li> </ol>	
<b>8</b>	<p><b>AOB and date of next meeting</b></p>
<p>Date of the next meeting – 31 May 2012.</p>	