

**NHS BOLTON CLINICAL COMMISSIONING GROUP
Public Board Meeting**
AGENDA ITEM NO:13.....
Date of Meeting:9th April 2021.....

TITLE OF REPORT:	CCG Finance & QIPP Committee	
AUTHOR:	Joanne Taylor, Board Secretary	
PRESENTED BY:	Niruban Ratnarajah, Committee Chair	
PURPOSE OF PAPER: (Linking to Strategic Objectives)	For the Board to receive and review the minutes of the Finance & QIPP Committee meeting held on 26 th March 2021.	
LINKS TO CORPORATE OBJECTIVES (tick relevant boxes):	Delivery of Year 3 Locality Plan.	
	Joint collaborative working with Bolton FT and the Council.	
	Supporting people in their home and community.	
	Shared health care records across Bolton.	
	Regulatory Requirement	
	Standing Item	√
RECOMMENDATION TO THE BOARD: (Please be clear if decision required, or for noting)	The Board is asked to approve the Minutes. The key points the Board is asked to note from these minutes are:- <ul style="list-style-type: none"> • The Committee noted the work ongoing with regard to the financial planning and budget setting processes. • The Committee noted the continuation of the central control financial processes, both for the CCG and Bolton FT and break even position of the CCG. • Approval of the changes to contributions to the Section 75 pooled budget by the CCG and Council for 2020/21. 	
COMMITTEES/GROUPS PREVIOUSLY CONSULTED:	Finance & QIPP Committee.	
REVIEW OF CONFLICTS OF INTEREST:	Conflicts of Interest are reviewed at every meeting.	
VIEW OF THE PATIENTS, CARERS OR THE PUBLIC, AND THE EXTENT OF THEIR INVOLVEMENT:	Patient views are not specifically sought as part of this report.	
EQUALITY IMPACT ASSESSMENT (EIA) COMPLETED & OUTCOME OF ASSESSMENT:	EIA and an assessment is not considered necessary for the report.	

MINUTES
FINANCE & QIPP COMMITTEE – VIRTUAL MEETING
Date: 26th March 2021

Time: 8.30am to 9.30am

Present:

Niruban Ratnarajah	GP Board Member (in the Chair)
Alan Stephenson	Lay Member
Tony Ward	Lay Member, Governance
Kelly Knowles	Acting Chief Finance Officer
Claire Donovan	Acting Deputy Chief Finance Officer

Minutes by:

Joanne Taylor	Board Secretary
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Min No.	Topic
13/21	<u>Apologies for Absence</u> There were no apologies for absence.
14/21	<u>Declarations of Interest</u> The Chair reminded members of their obligation to declare any interest they may have on any issues arising at meetings which might conflict with the business of the CCG Board. It was noted that declarations declared by members of the Board are listed in the CCG's Register of Interest. The Register is available either via the CCG Board Secretary or the CCG's website at the following link: http://www.boltonccg.nhs.uk/about-us/declarations-of-interest
15/21	<u>Minutes from the last meeting held on 26th February 2021</u> The minutes were approved as a correct record. It was noted that there were currently no outstanding actions on the action log.
16/12	<u>Health Economy Financial Position:</u> <u>Bolton FT Finance Update</u> Due to the change in start time, this item was deferred to the next meeting. <u>Bolton FT Finance Committee Report (M11)</u> The report was reviewed and noted.
17/12	<u>Financial Planning and Budget Setting Update</u> The Committee was briefed on the financial planning and budget setting process underway for 2021/22. The Committee was reminded of the financial regime in operation in 2020/21 and the planned financial regime for 2021/22. The Committee noted that the operational planning round has been delayed until quarter 1 2021/22, and guidance has now been published on 25 th Mach. The CCG Finance Team is undertaking a local approach as stated above with flexibility to update assumptions once the guidance has been reviewed.

	<p>The Committee was taken through the current working assumptions used and actions agreed in each commissioning area.</p> <p>The Committee noted the update.</p>
18/21	<p><u>Report of the Chief Finance Officer (Month 11)</u> The CCG CFO Finance Board Report for Month 11, 2020/21, including the contract finance activity and QIPP reporting was presented.</p> <p>It was reported that The CCG was working under temporary financial arrangements in response to Covid 19 for the period 1 April 2020 to 30 September 2020. The final retrospective allocation adjustment for April to September was received in Month 8 bringing the CCG to a breakeven position for the first half of the financial year.</p> <p>A system wide financial envelope was allocated to Greater Manchester for the period 1 October 2020 to 31 March 2021. This is comprised of initial allocations for both CCGs and Providers, Covid funding, growth funding and system top up. It is expected that GM will manage the system wide financial position within this envelope for all areas of spend, the only exception to this will be those areas where national funding is still available.</p> <p>Any expenditure relating directly to Covid 19 has been captured and reported separately within the monthly Non ISFE submissions to NHSE.</p> <p>The Month 11 reported forecast position is a GM mandated surplus of £0.586m, once the expected allocation for Independent Sector over performance and Vaccination Programme set up costs are received. This is an improvement in the reported position when compared to the GM approved planned deficit of £1.091m. It was noted that a review of the running cost budgets has been reviewed by the CCG Executive and will be presented in the month 12 report.</p> <p>Members discussed future financial position and the expectation to deliver the level of activity within the same financial envelope. Members were informed that low activity in outpatient work is a risk and work is ongoing within the system finance working group to review this in terms of activity changes, contract value, virtual ability and estate changes to ensure delivery of the level of activity required within the financial envelope available.</p> <p>The Committee noted the financial position at Month 11, which currently excludes funding to offset Covid vaccination site costs and noted the month 11 position is reporting an improved position compared to the financial plan approved via CCG Board and GM Partnership Executive Board to include the mandated surplus as agreed through GM CFOs/DOFs. It is anticipated that the GM CCG positions will be adjusted in line with the GM financial governance arrangements.</p>
19/21	<p><u>Pooled Budget Reports:</u></p> <p><u>Quarterly Update (March 2021)</u> The quarterly update for quarter 3 outlining the position for pooled budget areas was reviewed. It was noted the report is in line with what is reported through the CFO report and shows local authority areas of spend and has been approved through the Joint Commissioning Committee.</p> <p>The quarterly report was noted.</p> <p><u>Changes to Contributions 2020/21</u> The report outlined the proposal for a one off variation in contributions of the CCG and BMBC to the Section 75 Pooled Funds for 2020/21. It was noted that the proposal has been discussed with the CCG's external auditors.</p>

	<p>The Committee was taken through the report and proposals to change contributions, including the governance processes to follow to approve these changes formally through the CCG, Council and Joint Commissioning Committee.</p> <p>It was noted that a full budget setting review will be undertaken for next year's pooled budget arrangements, ensuring this change to contribution is ring fenced and determined how this will be used going forward.</p> <p>The Committee approved the variation in contributions to the Section 75 Pooled Budget by the CCG for 2020/21.</p>
20/12	<p><u>Chair reflection on significant decisions/actions/risks that may need reporting to the Board through these minutes</u></p> <ul style="list-style-type: none"> • The Committee noted the work ongoing with regard to the financial planning and budget setting processes. • The Committee noted the continuation of the central control financial processes, both for the CCG and Bolton FT and break even position of the CCG. • Approval of the changes to contributions to the Section 75 pooled budget by the CCG and Council for 2020/21.
21/12	<p><u>Any Other Business</u></p> <p><u>Outline Business Case – Horwich</u></p> <p>Members sought clarification on processes going forward following the above business case being presented to the Board prior to review by the Finance and QIPP Committee and Primary Care Commissioning Committee.</p> <p>It was noted that due to timescales, this had been presented directly to the Board and normal process would have been to review through these respective Committees in the first instance.</p>
22/21	<p><u>Time and Date of Next Meeting</u></p> <p>It was agreed the next meeting would be held on Friday 30th April 2021 12 noon to 2pm via Microsoft Teams.</p>