

**NHS BOLTON CLINICAL COMMISSIONING GROUP
Public Board Meeting**
AGENDA ITEM NO:13.....
Date of Meeting:14th May 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 30 th April 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"> • Noted the year end position for final approval by the Board. • Noted the financial planning paper for 2021/22. • Noted the financial updates received from Bolton FT and Council. 	
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: 30th April 2021

Time: 11am to 12.30pm

Present:

Emma Saunders	GP Board Member
Alan Stephenson	Lay Member (in the Chair)
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
23/21	<p><u>Apologies for Absence</u> There were no apologies for absence.</p>
24/21	<p><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.</p> <p>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</p>
25/21	<p><u>Minutes from the last meeting held on 26th March 2021</u> The minutes were approved as a correct record. It was noted that there were currently no outstanding actions on the action log.</p>
26/21	<p><u>Report of the Chief Finance Officer (Month 12)</u> The CCG CFO Finance Board Report for Month 12, 2020/21, including the contract finance activity and QIPP reporting was presented.</p> <p>It was reported that subject to external audit, the CCG has fully delivered all of its financial targets for the financial year 2020/21. The CCG Statutory Accounts for 2020/21 will be submitted to NHS England, in accordance with the deadline of 26 April 2021. These will be externally audited by KPMG before final approval by the CCG Board. The CCG has also fully achieved the QIPP target for 2020/21.</p> <p>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.</p>

	<p>GM has managed the system wide financial position within this envelope for all areas of spend, the only exception to this being those areas where national funding was available. Any expenditure relating directly to Covid 19 has been captured and reported separately within the monthly Non ISFE submissions to NHSE.</p> <p>At month 12, the CCG has reported a breakeven position. This is an improvement in the reported position when compared to the GM approved planned deficit of £1.091m.</p> <p>Members also received an update on the overall GM financial position. It was noted that the full summary of where each organisation has landed is still awaited. It was hoped this could be shared with the Committee at the next meeting.</p> <p>An update on the financial position with regard to prescribing was also received. It was noted that month 11 data has been received slightly under forecast, and now awaiting month 12 data.</p> <p>The Committee noted that the CCG has achieved all of its financial duties for 2020/21, noted the final financial position at Month 12 and that the CCG Statutory Accounts will be submitted to NHS England on 26th April 2020 showing achievement of all financial targets for 2020/21, subject to external audit by the CCG auditors, KPMG.</p> <p>The Committee agreed to receive an update at the next meeting on the final GM position and an update on any changes to the prescribing spend once month 12 figures have been reviewed.</p>
<p>27/21</p>	<p><u>Draft Financial Planning Paper</u></p> <p>The Committee reviewed the above report which highlighted the key points from the planning guidance for 2021/22, planning timescales, CCG resources, funding outside of the envelope, areas of priority, statutory duties and next steps which were noted as validation of CCG and provider plans through Greater Manchester system governance, with the final draft plan being submitted to Greater Manchester on May 6th 2021.</p> <p>It was reported that any deficit within the Bolton system will need to be discussed with an appropriate deficit management strategy co-ordinated through the System Finance Group and final agreed plans will then be transacted through the CCG budget setting process, with any deficit management plans implemented through the QIPP/CIP programmes.</p> <p>It was noted that discussions through GM finance groups have focused on reviewing how the £407m will be distributed across Greater Manchester and agreement that the residual deficit would be shared on a fair shares basis across all GM CCGs. It was noted that Bolton has included their share as an unidentified QIPP at this stage to review in months 3 and 5 to see if any system funding needs to be allocated from other CCGs.</p> <p>The Committee noted the update and noted a summarised report would be presented to this Committee and Board at the next meeting.</p>
<p>28/21</p>	<p><u>Health Economy Financial Position:</u></p> <p><u>Council Finance Update</u></p> <p>Sue Johnson attended the meeting to update the Committee on the Council's financial position. It was reported that budgets have now been set for the new financial year including the cuts options coming forward.</p> <p>It was reported that the Council is continuing to do a 2 year strategy on financial cuts, but that the majority of cuts need to be found in this financial year. It was reported only pay awards for staff on lower paid grades has been agreed to help with the savings plans.</p>

	<p>The impact Covid has had on the Council budgets was also presented including the implications on council tax, business rates and managing demand pressures through the use of reserves.</p> <p>The Committee noted the update on the Council financial plans.</p> <p><u>Bolton FT Finance Update</u> Annette Walker attended the meeting to update the Committee on the FT's financial position. The presentation highlighted the strategic context for this year's financial plan and the financial re-set principles. The full year expenditure plan was presented, which is consistent with activity levels in 2019/20 along with the GM provider financial positions for 2020/21 and the provider Director of Finance conditions that have been agreed to provide support to the financial figures submitted. The financial risks, including the level of cost improvement required was also presented to the Committee.</p> <p>Members also discussed the effects on future funding flows and reserves across Greater Manchester, the added financial pressures this will place in the Bolton locality and the plans for recovery due to the Covid pandemic. Members were also updated on the ongoing work through the Bolton System Finance Working Group and the joint system financial planning be agreed and being taken forward.</p> <p>The Committee noted the update on Bolton FT's financial plans.</p> <p><u>Bolton FT Finance Committee Report (M12)</u> The report was reviewed and noted.</p>
29/12	<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"> • Noted the year end position for final approval by the Board. • Noted the financial planning paper for 2021/22. • Noted the financial updates received from Bolton FT and Council.
30/12	<p><u>Any Other Business</u> There was no further business discussed.</p>
31/21	<p><u>Time and Date of Next Meeting</u> It was agreed the next meeting would be held on Friday 28th May 2021 12 noon to 2pm via Microsoft Teams.</p>