

**NHS BOLTON CLINICAL COMMISSIONING GROUP
Public Board Meeting**
AGENDA ITEM NO:14.....
Date of Meeting:10th September 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 meetings held on 30 th July and 27 th August 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 CCG and Bolton FT month 4 financial positions and associated risks. 	
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 – VIA EMAIL
Date: 30 July 2021

Time: 11.00am

Present:

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

Minutes by:

Joanne Taylor	Board Secretary
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Min No.	Topic
49/21	<p><u>Apologies for Absence</u> There were no apologies for absence.</p>
50/21	<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>
51/21	<p><u>Minutes from the last meeting held on 25th June 2021</u> The minutes were approved as a correct record.</p>
52/21	<p><u>Report of the Chief Finance Officer (M3)</u> A system wide financial envelope has been allocated to Greater Manchester (GM) for the period 1 April 2021 to 30 September 2021. This comprises of initial allocations for both CCGs and Providers, Covid funding, growth funding and system top up. GM has managed the financial plan within this envelope for all areas of spend, with the exception to this being those areas where national funding was available.</p> <p>Any expenditure relating directly to the Hospital Discharge Programme and the Covid 19 - Vaccination Programme has been captured and reported separately within the monthly Non ISFE submissions to NHSE. Allocations to cover these costs are expected to be received once the validation process with NHSE has been undertaken.</p> <p>At month 3, the CCG has reported a balanced position however it should be noted that this continues to be under significant risk due to pressures within Continuing Care Services, as a result of an increase in occupancy and compounded by the unidentified QIPP, which is currently valued at £0.883m.</p> <p>The Committee noted the financial position at Month 3, which currently excludes the Month 3 year to date allocation for expenditure incurred under both the Hospital</p>

	Discharge Programme and the Covid 19 - Vaccination Programme. The month 3 position is reporting a balanced position compared to the financial plan approved via CCG Board and GM Partnership Executive Board. The stated risks to this balanced position including volatility of CHC spend and the unidentified QIPP value.
53/21	<u>Health Economy Financial Position:</u> <u>Bolton FT Finance Committee Report (M3)</u> The report was reviewed and noted.
54/12	<u>Chair reflection on significant decisions/actions/risks that may need reporting to the Board through these minutes</u> <ul style="list-style-type: none"> • No major decisions/actions/risks to report to the Board.
55/12	<u>Any Other Business</u> No further business discussed.
56/21	<u>Time and Date of Next Meeting</u> It was agreed the next meeting would be held on Friday 27 th August 2021 12 noon to 1pm via Microsoft Teams.

MINUTES
FINANCE & QIPP COMMITTEE – VIRTUAL MEETING
Date: 27th August 2021

Time: 09.30am – 10.30am

Present:

Alan Stephenson	Lay Member
Tony Ward	Lay Member, Governance
Emma Saunders	GP Board Member (in the Chair)
Claire Donovan	Acting Deputy Chief Finance Officer

Minutes by:

Joanne Taylor	Board Secretary
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Min No.	Topic
57/21	<p><u>Apologies for Absence</u> Apologies for absence were received from:</p> <ul style="list-style-type: none"> Kelly Knowles, Acting Chief Finance Officer.
58/21	<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>
59/21	<p><u>Minutes from the last meeting held on 30th July 2021</u> The minutes were approved as a correct record.</p>
60/21	<p><u>Report of the Chief Finance Officer (M4)</u> A system wide financial envelope has been allocated to Greater Manchester (GM) for the period 1 April 2021 to 30 September 2021. This comprises of initial allocations for both CCGs and Providers, Covid funding, growth funding and system top up. GM has managed the financial plan within this envelope for all areas of spend, with the exception to this being those areas where national funding was available.</p> <p>Any expenditure relating directly to the Hospital Discharge Programme and the Covid 19 - Vaccination Programme has been captured and reported separately within the monthly Non ISFE submissions to NHSE. Allocations to cover these costs are expected to be received once the validation process with NHSE has been undertaken.</p> <p>At month 4, the CCG has reported a balanced position however it should be noted that this continues to be under significant risk due to pressures within Continuing Care Services, as a result of an increase in occupancy.</p> <p>It was reported that the unidentified QIPP target has been reduced to under £200k. The CCG is confident this will be released into the month 5 position. With regard to financial allocations, it was also noted that guidance is due to be issued around 16th September.</p>

	<p>Work is ongoing to plan and mitigate the financial position to ensure a balanced position for the coming 6 months. It was noted that all other financial risks remain the same as in the previous month.</p> <p>The Committee noted the report.</p>
61/21	<p><u>Health Economy Financial Position:</u></p> <p><u>Bolton FT Finance Committee Report (M4)</u> The report was reviewed and noted.</p> <p>It was agreed to circulate to the Committee the reports received on the GM provider financial performance positions, for information.</p>
62/21	<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 CCG and Bolton FT month 4 financial positions and associated risks.
63/12	<p><u>Any Other Business</u></p> <p><u>CCG Closedown</u> – it was reported that a checklist has been received which includes the requirements for financial closedown of the CCG.</p> <p>TW requested that this be shared at the next meeting of the Audit Committee.</p>
64/21	<p><u>Time and Date of Next Meeting</u> It was agreed the next meeting would be held on Friday 24th September 2021, 12 noon to 1pm via Microsoft Teams. Alan Stephenson’s apologies were noted.</p>