

Sheffield Clinical Commissioning Group

Finance Report

Governing Body meeting



4 July 2013

Author(s)/Presenter	Jackie Mills, Deputy Director of Finance
and title	Brian Richards, Senior Finance Manager
Sponsor	Julia Newton, Director of Finance
Key messages	

This report provides the Governing Body with information on the financial position for the two months to 31 May 2013, together with a discussion on key risks and challenges to deliver the planned 0.5% or £3.5m surplus at 31 March 2014.

Assurance Framework (AF)

Risk Reference (RR) Number: 2013/14 New Assurance Framework risks 3.2 and 4.3; new Risk Register Ref. 18

How does this paper provide assurance to the Governing Body that the risk is being addressed?

RAG rated monthly financial performance report with sensitivity analysis to Governing Body on monthly basis

Is this an existing or additional control

This is an existing control - AF 3.2 and 4.3

Equality/Diversity Impact

Has an equality impact assessment been undertaken? NO

Which of the 9 Protected Characteristics does it have an impact on?

There are no specific issues associated with this report.

Public and Patient Engagement

There are no specific actions associated with this report.

Recommendations

The Governing Body is asked to consider the financial results at Month 2 and the risks and challenges which need to be managed as the year progresses.



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1. 2013/14 Financial Position

1.1 Executive Summary

Target	Year to date	Forecast	Key Issues
Deliver 0.5% Surplus (£3.5m) against Commissioning Revenue Resource Limit (RRL)	(£0.2m) Under spend	(£3.2m) Under spend	There are acute hospital activity pressures at M2. CCG will need to remain focussed on its QIPP plans for 2013-14 to ensure that the level of overspend at M2 does not continue and will also need to manage the pressures through its currently uncommitted reserves. In addition, at the moment we are showing delivery of the total £3.5m surplus partly by a further underspend on running costs where we also have uncommitted reserves.
Remain within Running Cost Allowance (RCA)	(£0.5m)		The CCG has an initial Running Cost Allowance of £14m. £1m of the allocation has been transferred to support commissioning activities and hence the CCG must stay within a revised allowance of £13m. Based on current commitments, an underspend of £0.3m is forecast.
Remain within Cash Limit	(£1.1m) under spend	Breakeven	NHS E have yet to confirm whether CCGs will have a cash limit in the same way as PCTs but we are monitoring cash spend to ensure it does not exceed the total of the Commissioning RRL and RCA.

1.2 Other Duties

Ensure that 98% of CCG	Not	The forecast position is to have a 2% recurrent
resources are spent	measured	surplus for the CCG going forward.
recurrently – i.e. to provide	year to date	
a 2% recurrent surplus		
(£13.8m for Sheffield)		

Key:

Red	Significant risk of non delivery. Additional actions need to be urgently pursued.
Amber	Medium risk of non delivery requires additional management effort.
Green	Low risk of non delivery – current management effort should deliver success.

2. Revenue Position as at 31 May 2013

2.1 Overview

The financial position at month 2 is detailed in **Appendix A.** This shows a surplus of £696k year-to-date (YTD) and forecast outturn (FOT) achievement of the planned surplus of £3.5m. However, as discussed below there will be a requirement to manage a range of significant risks, pressures and challenges.

Table A: Summary Position at 31 May 2013

Category	Annual Budget	Year to Date Variance	Forecast Variance	% Forecast Variance
	£'000s	£'000s	£'000s	%
Acute Services	371,063	1,520	2,000	0.5%
Mental Health Services	71,633	0	0	0.0%
Community and Primary Care Services	76,667	84	0	0.0%
Continuing Healthcare	52,426	-72	-430	-0.8%
Prescribing	87,626	0	0	0.0%
CSU Programme Costs	4,140	0	0	0.0%
Reserves	16,098	-1,172	-1,317	-8.1%
Planned Surplus	3,500	-583	-3,500	
Commissioning Budget	683,154	-224	-3,247	-0.5%
Running Costs (see section 2.2.8)	13,070	-473	-253	-1.9%
Total Budget 2013/14	696,224	-696	-3,500	-0.5%

2.2 Key Issues

2.2.1 Acute Hospital Activity: The first set of contract monitoring data has been received from Sheffield Teaching Hospitals. Further work is required to validate the data and ensure that all activity has been charged correctly. However, the data shows a significant over performance, particularly in relation to Non Elective admissions and A&E attendances (Appendix C provides a more detailed breakdown of the contract position). Whilst Elective activity was above plan the case mix of activity means that spend was slightly below plan. By the end of May, non elective activity and spend was 8.1% above the phased target, mainly in relation to acute medicine. A&E attendances were 1,345 higher than the planned level at the end of May (equating to £132k overspent). If this rate of activity continues to the end of the financial year, the level of overspend could rise to £8.6m. However, given that we are only at the end of the first quarter, actions can be taken to manage this over performance down to a more sustainable level, and as a result the forecast overspend has been reduced more in line with the year to date position, to £2m.

In terms of the information received from Sheffield Children's, there is a small over performance of £43k. However, there are pressures in terms of outpatient first attendances which may indicate further activity pressures in future months which will need to be discussed with the trust. In addition, activity in relation to the acute admissions unit gives early indication of slippage on QIPP savings.

- 2.2.2 <u>Ambulance activity</u>: Activity to May shows a small underspend on the main A&E contract. Ambulance usage can show quite significant peaks/troughs and hence the forecast out-turn has been held at budget.
- 2.2.3 Continuing Health Care (CHC): The CHC team continue to undertake reviews in order to ensure patients are receiving the most appropriate care and the CCG is achieves value for money from its contracts. Activity in May continued to be slightly below plan, with a small under spend of £0.4m forecast. However, activity can fluctuate, and attention will continue to be focused on managing this budget. Also it is important to note that the CCG inherits the responsibility to complete the review process for retrospective claims made to Sheffield PCT before 31 March 2013. During the year we will be able to assess whether the c£7m provision for these claims made in the PCT's accounts for 2012/13 was broadly correct. The CCG will need to manage the impact of any over or under estimate.
- 2.2.4 <u>Prescribing:</u> April data was received on 20 June 2013 showing spend of c£7m. This was c£0.5m higher than in April 2012 but this was partly expected due to a higher number of prescribing days this year due the timing of the Easter weekend. The number of items were up by c11% but the average cost per item was slightly less than April last year at £6.96 (as opposed to £7.06). Until the Business Services Authority produces the national profile for spend in 13/14 it is difficult to assess spend against budget in a meaningful way. This will not be until month 3 results are available. Until this information is available the year to date and forecast are being reported as breakeven.

2.2.5 Quality Innovation, Productivity & Prevention (QIPP):

The table below outlines the current position in relation to savings secured against each of the QIPP program lines.

Program	Net	Net	Net	Net Variance
	Savings Plan for Full Year	Savings Plan (April- May)	Savings Actual (April-May)	against plan (April- May)
	£'000	£'000	£'000	£'000
Reducing Variations in Elective Care	(900)	(43)	(30)	13
Right First Time	(900)	(21)	175	196
Effective Use of Medicines	(900)	(168)	(177)	(9)
Continuing Health Care & End of				
Life Care	(2,800)	(618)	(630)	(12)
Total	(5,500)	(850)	(662)	188

Whilst savings in relation to CHC and Effective Use of Medicines are slightly ahead of plan, the planned savings have not been secured particularly in relation to the Right First Time (unscheduled care) programme, where investment has proceeded to plan but very limited savings have been made. In terms of the specific projects within Right First Time the following schemes are currently not delivering to plan: revised models for A&E; planned reductions in excess beds days and Children's short stay admissions.

2.2.6 <u>2% Non Recurrent Reserve (£13.8m)</u>: As reported previously, we are still awaiting formal sign off of our plans for utilisation of the 2% non recurrent reserve from NHS England. However, it has been necessary to commit some of this funding into contracts or partnership arrangements at the start of the year. This is why the

budget on Appendix A shows at c£9.9m. Whilst there is some risk in committing this funding in advance of the whole plan for use of the 2% being signed off, all the areas of spend are in line with the guidance received and so the risk is assessed as low.

2.2.7 <u>General Contingency Reserve</u> National Planning guidance required all CCGs to start the year with a general contingency reserve of 0.5% (£3.5m for Sheffield) to meet in year issues. £2.1m was deployed at M1 for the reasons set out in my report to Governing Body last month. At M2 a further £0.3m has been transferred to 'other NHS trusts' budget to compensate for the resources that have been transferred to NHS England in relation to specialised services. The remaining £1.1m is currently showing as being required to offset forecast pressures in acute activity at STH FT.

2.2.8 Running Costs: The position against the £13.1m running cost budget is summarised in the table below.

Category	Annual	Year to	Forecast	Forecast
	Budget	Date	Variance	Variance
	-	Variance		
	£'000s	£'000s	£'000s	%
Pay	4,591	-29	-19	-0.4%
Non Pay	7,288	-270	-34	-0.5%
income	-139	23	0	0.0%
Running Costs Reserve	1,330	-197	-200	-16.9%
Running Cost Budget	13,070	-473	-253	-1.94%

There are a number of potential commitments against reserves which will be firmed up in the coming months, in particular actual recharges from NHS Property Services Ltd and IT equipment requirements. However overall a year end under spend of c£250k is currently forecast.

3. Key Budget Movements

In line with the Scheme of Delegation the Governing Body is required to sign off all budget movements over £2m. During M2, there were no budget movements above £2m that require approval.

4. Cash

The CCG's anticipated cash limit at M2 stands at £696.6m (Appendix B).

The total cash used to the end of May was £47.6m, against a cash drawdown of £48.7m. At this early stage in the year it is anticipated that the CCG will remain within the cash limit. This will of course be closely monitored during the year.

5 Capital

In the last month CCGs have had notification from NHS England of whether any capital requests made via the plan submission process have been successful. We understand that nationally the requests significantly exceeded the overall resources available and hence many requests have not been agreed. Sheffield CCG put forward three requests with the following outcomes:

- A) £200k for additional developments associated with making our head quarters fit for purpose eg new technology in the conference/meeting rooms. It is understood that a provisional allocation of this funding has been made to NHS Property Services Ltd who hold the head lease for our HQ accommodation in line with new national arrangements. As a result, we will be liaising with colleagues at NHS Property Services Ltd about our proposals.
- B) £50k for our ongoing IT equipment replacement and development programme. In line with other CCGs, our request has not been approved. Any such purchases will have to be made against our revenue running cost budget going forward.
- C) £250k to support grants to partner organisations as part of whole health/social care system change. This request has not been approved. Any such grants would now need to be considered from our 2% reserve.

6 Recommendations

The Governing Body is asked to consider the financial results at month 2 and the risks and challenges which need to be managed as the year progresses.

Paper prepared by Jackie Mills, Deputy Director of Finance and Brian Richards, Senior Finance Manager

On behalf of Julia Newton, Director of Finance

June 2013

		Year to D	ate: May			ear End Fore	cast Out-tui	'n	Forecast
	Budget	Expenditure	Varian		Budget	Forecast	Vari	ance	Variance @
	£000	£000	Over (+)/ U £000	nder(-) %	£000	£000	Over (+)/ £000	Under(-) %	Month 1 £000
COMMISSIONING									1
Revenue Resource Limit	112,730	112,730	0	0.0%	683,154	683,154	0	0.0%	
EXPENDITURE Acute Services									
Sheffield Teaching Hospitals NHS FT	50,056	51,565	1,509	3.0%	298,134	300,134	2,000	0.7%	
Sheffield Children's NHS FT	4,959	5,002	43	0.9%	29,747	29,747	0	0.0%	
Ambulance Services Other NHS Trusts	3,495 2,029	3,463 2,029	(32)	-0.9% 0.0%	20,969 10,627	20,969 10,627	0	0.0% 0.0%	
ISTC & Extended Choice	789	789	0	0.0%	5,356	5,356	0	0.0%	
Individual Funding Requests	342	342	0	0.0%	2,053	2,053	0	0.0%	
Non Contract Activity Sub Total Acute	616 62,286	616 63,806	0 1,520	0.0% 2.4%	4,177 371,063	4,177 373,063	2, 000	0.0% 0.5%	
Mental Health									
Sheffield Health and Social Care NHS FT	11,697	11,697	0	0.0%	70,184	70,184	0	0.0%	
Individual Funding Requests - MH Other Mental Health	84 157	84 157	0	0.0% 0.0%	506 943	506 943	0	0.0% 0.0%	
Sub Total Mental Health	11,939	11,939	0	0.0%	71,633	71,633	0	0.0%	
Primary & Community Services									
Sheffield Teaching Hospitals NHS FT - Comm	8,753	8,753	0	0.0%	52,516	52,516	0	0.0%	
Sheffield Children's NHS FT - Comm Primary Care Access Centre	527 489	527 489	0	0.0% 0.0%	3,160 2,935	3,160 2,935	0	0.0% 0.0%	
Other Community	210	210	0	0.0%	1,184	1,184	0	0.0%	
St Lukes Hospice	416	416	0	0.0%	2,495	2,495	0	0.0%	
Voluntary Organisations Enhanced Services	118 517	118 517	0	0.0% 0.0%	709 3,104	709 3,104	0	0.0% 0.0%	
111	172	172	0	0.0%	1,033	1,033	0	0.0%	
Optometry	44	44	0	0.0%	265	265	0	0.0%	
Pharmacy	61	61	0	0.0%	363	363	0	0.0%	
Local Authority Section 256 - Grants	329	329	0	0.0%	1,977	1,977	0	0.0%	
Section 75 - LD Pooled Budget	446	446	0	0.0%	2,676	2,676	0	0.0%	
Section 75 - Equipment Service Pooled Budget	269 366	269 450	0 84	0.0%	1,615	1,615	0	0.0% 0.0%	
Other Commissioning Sub Total Primary & Community Services	12,718	12,802	84	22.9% 0.7%	2,635 76,667	2,635 76,667	0	0.0%	
Continuing Healthcare	,	ŕ				,			
Continuing Care	7,896	7,823	(72)	-0.9%	47,375	46,945	(430)	-0.9%	(200
Funded Nursing Care	842	842	0	0.0%	5,051	5,051	0	0.0%	
Sub Total Continuing Health Care	8,738	8,665	(72)	-0.8%	52,426	51,996	(430)	-0.8%	(200)
Prescribing	14,604	14,604	0	0.0%	87,626	87,626	0	0.0%	
Services from CSU - Programme	007	007		0.007	4.040	4.040		0.00/	
Continuing Healthcare Assesments Medicines Management	307 287	307 287	0	0.0% 0.0%	1,840 1,721	1,840 1,721	0	0.0% 0.0%	
Development Nurses	96	96	0	0.0%	579	579	0	0.0%	
Sub Total Services from CSU - Programme	690	690	0	0.0%	4,140	4,140	0	0.0%	
Reserves	70	0	(70)	400.00/	5 400	4.045	(045)	4.007	
Commissioning Reserves General Contingency Reserve	70 1,102	0 0	(70) (1,102)	-100.0% -100.0%	5,130 1,102	4,915 0	(215) (1,102)	-4.2% -100.0%	200
2% Non Recurrent Reserve	0	0	0		9,866	9,866	0	0.0%	
Planned Surplus Sub Total Reserves	583	0	(583)	-100.0%	3,500	0	(3,500)	-100.0%	(3,500
TOTAL EXPENDITURE - COMMISSIONING	1,755 112,730	0 112,506	(1,755)	-0.2%	19,598 683,154	14,781 679,907	(4,817)	-0.5%	(3,300)
(UNDER)/OVER SPEND - COMMISSIONING	(0)		(224)	-0.276	(0)	(3,247)	(3,247)	-0.5%	(3,500)
	(0)	(224)	(224)		(0)	(3,247)	(3,241)		(3,300
RUNNING COSTS ALLOWANCE Funding net of £1m transfer to commissioning budgets	2,178	2,178	0	0.0%	13,070	13,070	0	0.0%	
EXPENDITURE	2,	2,	· ·		.0,0.0	10,010	·	0.070	<u> </u>
Governing Body & Chief Officers	429	316	(113)	-26.4%	2,575	2,541	(34)	-1.3%	
Finance & Contracting Operations Management	291 221	215 223	(76) 2	-26.1% 1.1%	1,749 1,324	1,730 1,324	(19) 0	-1.1% 0.0%	
Clinical Quality & Clinical Services	208	188	(19)	-9.2%	1,245	1,245	0	0.0%	
Premises and Bought In Services	832	763	(69)	-8.3%	4,993	4,993	0	0.0%	
Running Cost Reserve TOTAL EXPENDITURE - RUNNING COSTS	197 2,178	0 1,705	(197) (473)	-100.0% -21.7%	1,185 13,070	985 12,817	(200) (253)	-16.9% -1.9%	
(UNDER)/OVER SPEND - RUNNING COSTS	(0)		(473)		0	(253)	(253)		
TOTAL									
Revenue Resource Limit - Commissioning	112,730	112,730	0		683,154	683,154	0		
Revenue Resource Limit - Running Costs	2,178	2,178	0		13,070	13,070	0		
Revenue Resource Limit - TOTAL	114,908	114,908	0		696,224	696,224	0		
EXPENDITURE	440 =0-	440 =0-	(000)	0.004	000 1=:1	070 00-	(0.0.17)	0 =0.	/o =
Commissioning Running Costs	112,730 2,178	112,506 1,705	(223) (473)	-0.2% -21.7%	683,154 13,070	679,907 12,817	(3,247) (253)	-0.5% -1.9%	(3,500
EXPENDITURE - TOTAL	114,908	114,212	(696)	270	696,224	692,724	(3,500)		(3,500
(UNDER)/OVER SPEND - CCG	(0)	(607)	(606)			(2 E00)	(2.500)		/2 E00
DIMMINER VILVER SPENII - CCG	(0)	(697)	(696)		0	(3,500)	(3,500)		(3,500)

REVENUE RESOURCE LIMIT

COMMISSIONING	Month	Sheffield Total			
		Rec	Non-Rec	Total	Cash
		£'000	£'000	£'000	£'000
2013/14 Initial Baseline	1	675,336		675,336	675,336
2013/14 Recurrent Uplift	1	15,533		15,533	15,533
		690,869	0	690,869	690,869
Notified Adjustments Anticipated				0 0	0 0
Share of Surplus c/f from PCT	1		353	353	0
Transfer to NHS E (Family Nurse Partnership £244k & Community Dental £146k)	1	(390)		(390)	(390)
Transfer to NHS E (Specialised Services)	1	(8,678)		(8,678)	(8,678)
Virement from Running Costs RRL	1	1,000		1,000	1,000
Commissioning Revenue Resource Limit - Board Report - Month 2		682,801	353	683,154	682,801

	Month Identified	Sheffield Total			
		Rec £'000	Non-Rec £'000	Total £'000	Cash £ ' 000
Notified Adjustments					
Running costs revenue resource limit confirmation		14,070		14,070	14,070
Anticipated					
Virement to Commissioning RRL		(1,000)		(1,000)	(1,000)
Total		42.070	•	42.070	42.070
Total		13,070	0	13,070	13,070
Running Costs Revenue Resource Limit - Board Report - Month 2		13,070	0	13,070	13,070

CAPITAL RESOURCE LIMIT

	Month Identifi	Sheffield Total			
Confirmed Adjustments		Rec £'000	Non-Rec £'000	Total £'000	Cash £ ' 000
Total Confirmed		0	0	0	0
Anticipated Adjustments					
Total Anticipated		0	0	0	0
Capital Resource Limit - Board Report - Month 2		0	0	0	

I Atal Cach	Limit - Board	PANAR -	Month 7

695,871

Sheffield Teaching Hospitals NHS Foundation Trust Contract: Financial Performance

		Perf	Performance to 31st May 2013					
	Annual Budget	Budget to date	Spend to date	Variance to date	% Variance	Forecast Outturn	Forecast Variance	% Variance
	£000's	£000's	£000's	£000's		£000's	£000's	
Elective In Patients	63,412	10,636	10,335		-2.8%		(1,795)	-2.8%
Outpatients (including Procedures and Imaging)	50,017	8,431	8,721	, ,		· · · · · · · · · · · · · · · · · · ·	969	
Total Elective Services	113,429	19,066	19,056				(826)	
Non-Elective In Patients	101,654	17,133	18,523	1,390	8.1%	104,536	2,882	2.8%
A&E	12,791	2,138	2,270		6.2%	13,276	485	
Total Non-Elective services	114,445	19,271	20,793	1,523	7.9%	117,812	3,367	2.9%
Quality (CQUINS) Payments	7,255	1,218	1,258	39	3.2%	7,319	65	0.9%
Cost per case (drugs and devices)	17,373	2,895	2,895	0	0.0%	17,373	0	0.0%
Direct Access (tests and imaging)	10,065	1,678	1,663	(14)	-0.8%	9,980	(85)	-0.8%
Maternity Pathway payments	12,707	2,118	2,118			12,707	Ò	
Critical Care	10,400	1,733	1,813	79	4.6%	10,527	127	1.2%
Other services (Block, other out of contract)	12,460	2,077	1,969	(108)	-5.2%	11,813	(647)	-5.2%
Total Acute	298,134	50,056	51,565	1,509	3.0%	300,134	2,000	0.7%
Community contract (incl CICS and MSK)	52,516	8,753	8,753	0	0.0%	52,516	0	0.0%
Total STHFT Combined Acute and Community contract	350,650	58,809	60,318	1,509	2.6%	352,650	2,000	0.6%