

**Trust Board Meeting: Wednesday 13 November 2013**  
**TB2013.140**

<b>Title</b>	<b>Finance and Performance Committee Update</b>
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<b>Status</b>	For Information
<b>History</b>	This is a regular report to the Board

<b>Board Lead(s)</b>	Mrs Anne Tutt, Committee Vice-Chairman			
<b>Key purpose</b>	Strategy	<b>Assurance</b>	Policy	Performance



## 1. Introduction

The Finance and Performance Committee met on 9 October 2013. The main issues raised and discussed at the meeting are set out below.

## 2. Significant issues of interest to the Board

The following issues of interest have been highlighted for the Trust Board:

- 2.1. The Committee considered the performance of the Trust against key operational and financial targets. Good performance was noted against a number of indicators, including improvements noted against the diagnostic wait target. However there was continued concern regarding the high levels of Delayed Transfers of Care, particularly as activity levels were due to increase through the winter. The actions to manage performance were discussed and confirmed through discussions with EMTA division.
- 2.2. There were presentations from the management teams from the Women's and Children's Division and EMTA Division, which described progress to deliver their agreed priorities. This highlighted the difficulties being faced by the Divisions to recruit to roles on a permanent basis and thus having to rely on the bank and agencies to maintain staffing levels.
- 2.3. Project updates relating to Outpatients and Theatre Utilisation were received. This confirmed that good progress was being made, including confirmation that ENT were the first outpatient department to be moved onto the revised system, which would more accurately match clinics with demand. Further project updates were scheduled to be received by the Committee in December 2013, with a final outcome report from the Theatre Utilisation project to be received in April 2014.

## 3. Key Risks Discussed

The following risks were discussed:

- 3.1. Delivery of the forecast financial outturn was discussed in detail, particularly in relation to the higher than plan activity levels. The Director of Finance and Procurement was asked to develop a month by month plan with actions which could be instigated if required to support the delivery of the required surplus.
- 3.2. The risk on the Corporate Risk Register related to Delayed Transfers of Care was discussed and it was agreed that due to continued poor performance against this indicator, that the risk score should be increased to 20 to reflect the increased likelihood;

## 4. Key decisions taken

The Committee agreed the following actions:

- 4.1. Following the mid-year review of effectiveness the Committee agreed to focus its attention on the balance and timing of items on the agenda.

## **5. Agreed Key Actions**

The Committee agreed actions relation to:

- The provision of further project updates at the December 2013 meeting of the Committee.

## **6. Future Business**

The Committee will be focusing on the following areas in the next three months:

- Divisional presentation;
- Review of the Quarter 2 Compact Letters;
- An update on the Trust's physical estate, focusing on the PFIs;
- Update on the Electronic Patient Record project;

## **7. Recommendation**

The Trust Board is asked to note the contents of this paper.

**Anne Tutt**  
**Finance and Performance Committee Vice-Chairman**  
**November 2013**