

**Trust Board Meeting: Wednesday 14 May 2014**

**TB2014.66**

<b>Title</b>	<b>Finance &amp; Performance Committee Chairman's Report</b>
--------------	--

<b>Status</b>	For Information
<b>History</b>	This is a regular report to the Board

<b>Board Lead(s)</b>	Mr Christopher Goard, Committee Chairman			
<b>Key purpose</b>	Strategy	<b>Assurance</b>	Policy	Performance

## 1. Introduction

The Finance and Performance Committee met on 9 April 2014. 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 received a presentation from the management team of the Clinical Support Services [CSS] Division, outlining the vision for delivery of clinical support services, and detailing the specific objectives and priorities for 2013/14, and for the year to come.
- 2.2. The division confirmed that there had been improvements in theatre performance, and the division were supporting the development of a business case for the refurbishment of the JR theatres and Adult Intensive Care Unit. The financial performance of the division was discussed and the Committee noted that there was a forecast adverse variance of £6.478m for 2013/14.
- 2.3. The issues relating to staff shortages, difficulties in recruitment and retention of staff, and the running of timely services, were discussed in depth. With staff turnover being particularly high in Radiology, the safeguards built into the processes in that area did provide a high level of assurance, and it was confirmed that all controls were being exercised to ensure that the recognised risks were being managed appropriately.
- 2.4. Looking forward to 2014/15, the division identified the importance of adhering to timelines, to avoid any backlog developing, and avert the consequent adverse impact on resources and service delivery; and expressed its commitment to full implementation of the anaesthetic workforce plan, as approved by the Trust Management Executive [TME];
- 2.5. The Committee considered the performance of the Trust as a whole against key operational and financial targets up to the end of Month 11. Performance against key standards had improved in relation to diagnostic waits, cancer waits, and the A&E 4 hour standard. Performance against the 18 week RTT standard reflected the plan to focus on reducing the number of patients waiting over 18 weeks. The Committee received assurances that the delivery of key performance standards should be back on track by June 2014, though reduction in the number of delayed transfers of care would be likely to depend on successful recruitment to the Supported Hospital Discharge Service and, in the longer term, success of joint working with other partners across the health and social care economy;
- 2.6. The Committee considered the Trust's financial performance up to the end of Month 11, prior to closure of the ledger for end of year, and noted that the Trust expected to deliver the financial plan for the fourth consecutive year. It was reported that Project Initiation Documents [PIDs] were in place for £46m worth of Cost Improvement Programmes [CIPs] for 2014/15;
- 2.7. The Committee sought and obtained clarification of the process by which the Ovarian Cryopreservation Programme had been established in Oxford.

### 3. Key Risks Discussed

The following risks were discussed:

- 3.1. Risks associated with Radiology staffing were noted to be recorded on the divisional risk register, and reflected in the Corporate Risk Register. Mitigating measures had been implemented, and the issues further being addressed through the clinical governance framework. Reports from Radiology would continue to be made visible to the Director of Assurance, so that she could ensure that the risks were being managed appropriately;
- 3.2. The Committee acknowledged and agreed the proposed revised risk scoring of 12 for the risk relating to the ability of the Trust to meet its needs for capital investment. The issue was due for a more in-depth review at the next meeting of the Committee on 11 June 2014.

### 4. Agreed Key Actions

The Committee agreed actions in relation to:

- Overview of 2 months' data relating to breaches in the Emergency Department to be provided, to identify whether any further targeted action could be taken;
- Analysis of variance between the actual number of Nurses and Midwives, and the lower number in plan for 2013/14;
- Confirmation of how divisional budgets were to be managed for 2014/15 in line with the contract agreement.

### 5. Future Business

Areas upon which the Committee will be focusing in the next three months include:

- Divisional presentations aligned to the revised clinical structure;
- Review of the Quarter 4 Divisional Compact Letters;
- Report on mechanism for divisional budget management;
- Review of efficiency savings for 2013/14;
- An update on the Trust's physical estate, focusing on the PFIs;
- Process for review capital plans in 2014/15;
- Review of impact of reduction in education funding

### 6. Recommendation

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

**Mr Christopher Goard**  
**Finance and Performance Committee Chairman**

**May 2014**