

Trust Board Meeting in Public: Wednesday 14 July 2021

TB2021.60

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**Title:**                    **Integrated Assurance Committee Report**

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**Status:**                **For Information**

**History:**              **Regular Reporting**

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**Board Lead:**        **Trust Chair**

**Author:**             **Marilyn Rackstraw, Corporate Governance Manager**

**Confidential:**      **No**

**Key Purpose:**      **Assurance**

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## Executive Summary

1. Under its terms of reference, the Integrated Assurance Committee is responsible for reporting to the Board items discussed, actions agreed and issues to be referred to the Board, indicating the extent to which the Committee was able to take assurance from the evidence provided and where additional information was required.
2. The Committee held its most recent meeting on Wednesday 9 June 2021.
3. The report outlines key items of business discussed and issues highlighted for the attention of the Board which on this occasion included:
  - Integrated Performance Report;
  - Financial Sustainability Report;
  - Divisional Performance Reviews;
  - Draft Quality Account

## Recommendations

4. The Trust Board is asked to:
  - **Note** the Integrated Assurance Committee's report to the Board from its meeting held on 9 June 2021.

## Integrated Assurance Committee Report

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### 1. Purpose

- 1.1. Under its terms of reference, the Integrated Assurance Committee [“the Committee”] is responsible for reporting to the Board items discussed, actions agreed and issues to be referred to the Board, indicating the extent to which the Committee was able to take assurance from the evidence provided and where additional information was required. This report aims to contribute to the fulfilment of that purpose.

### 2. Background

- 2.1. The Committee held its most recent meeting on Wednesday 9 June 2021 via video conference.
- 2.2. Key items of business discussed and issues highlighted for the attention of the Board are outlined below.

### 3. Key Areas of Discussion

#### Integrated Performance Report

- 3.1. The Committee received this regular report on performance across operational, quality, workforce, digital and financial metrics and explored particular areas in detail.
- 3.2. The Committee heard that there had been 2,137 patient incidents reported in April. Although there had been a large number in incidents, only a small percentage of these had had significant impact, which suggested that a good safety culture was in place.
- 3.3. The Committee was updated on 52 week waits. In April, there were 4,174 patients who had been waiting more than 52 weeks for elective treatment. This was a reduction from the 4,934 reported in March. The Committee heard that activity plans were being exceeded in a number of areas.
- 3.4. It was noted that there was a focus on achieving cancer standards and that performance against these had improved. Performance against the two week standard for breast cancer referrals was discussed and the Committee noted that the Trust had chosen to maintain a one stop clinic which provided a better experience for patients although it had some impact on waiting times for first appointments. It was emphasised, however, that overall treatment times were not affected.
- 3.5. IAC heard that the vacancy rate was 3.5% in April, a further reduction compared to the 3.9% reported in March. Performance in April remained

consistently below the target of 7.7%. Consistent increases in staff in post had meant that vacancies had fallen over a sustained period.

- 3.6. The Committee heard that Income and Expenditure (I&E) in April was a breakeven position. This was £1.8m better than the H1 plan submitted to the BOB ICS in April for the first half of the 2021/22 financial year.
- 3.7. The Committee discussed performance against the medicines reconciliation standard and heard that the challenge related to performance at weekends. Work was underway to increase weekend staffing to enable reconciliation over weekends and these changes were expected to deliver the required standards.

### **Financial Sustainability Report**

- 3.8. The Committee received an assessment of the financial sustainability of the Trust for the next 12 months.
- 3.9. Some use had been made of benchmarking information to suggest the potential for further review to safeguard financial sustainability.
- 3.10. The assessment of financial sustainability remained challenging due to uncertainty over the duration of the exceptional funding arrangements put in place in response to the COVID-19 pandemic and the post-COVID arrangements.

### **Divisional Performance Reviews**

- 3.11. The Committee received feedback from the Quarter 4 Divisional Performance Reviews and discussed challenges and risks relating to quality, patient and staff experience and operational performance.
- 3.12. Reviews had also provided an update on future plans and contribution by month towards achieving headcount targets in 21/22 with trajectories, including the identification of gaps.
- 3.13. Divisional Directors had the opportunity to reflect on key issues within divisions. It was noted that challenges were also being discussed at the new Trust Management Executive Risk Committee.

### **Draft Quality Account**

- 3.14. The Quality Account was presented to the Committee for feedback noting that there was no requirement in 2020-21 for the external auditors to review the account due to the pandemic.
- 3.15. The Quality Account was due to be submitted to NHS Improvement by 30 June 2021 in order to meet Department of Health requirements.

### **Deep Dive Financial Governance Review**

- 3.16. The Committee undertook a deep dive into the Financial Governance Review. It was noted that once the review had reported, the outcome would be brought to the Board.

#### **Other Regular Reporting**

- 3.17. The Committee received its regular update reports on infection prevention and control matters and on SIRIs and Never Events. It also reviewed the Corporate Risk Register and Board Assurance Framework.

## **4. Recommendations**

- 4.1. The Trust Board is asked to:

- **Note** the Integrated Assurance Committee's report to the Board from its meeting held on 9 June 2021.