

Trust Board meeting (Part 1)		Date:	24 February 2016
Agenda item	Title	Executive Director lead and presenter	Report author
BD/15/220.2	Report of the Finance and Planning Committee Chair	Tony Gallagher, Trust Chair	Abigail Simpson, Corporate Governance Officer
This report is for:			
Decision			X
Discussion			
To Note			
History			
<i>None.</i>			
The following impacts have been identified and assessed within this report			
Equality	None identified at this time.		
Quality	None identified at this time.		
Privacy	None identified at this time.		
Executive summary of key issues			
<p>This report updates the Board of the work of the Committee in February 2016.</p> <p>The Board is asked to note the report.</p>			
This report addresses these strategic priorities:			
We will deliver the best care			X
We will support and develop our staff			X
We will continually improve what we do			X
We will use our resources wisely			X
We will be future focussed			X

1 Business Undertaken

- The Committee's primary focus during the meeting was to review the progress of actions being taken to achieve a break even position. Some slippage was reported, but there was an overall marginal improvement. The Committee also identified some further mitigating actions;
- The Committee discussed the probability of the TDA endorsing capital to revenue transfer;
- There was discussion around the Trust's ability to mitigate cash deterioration through caps, controls and payments;
- Attendees discussed LDU and service-level viability, and the Committee agreed that all papers tabled should allow for sufficient Committee and Board scrutiny on this issue. Locality financial papers formed a basis for the review, but the Committee required further detail;
- The TDA/NHSI's rule to reduce agency usage to 4% was reviewed, and the Committee agreed that the Trust needed to put a plan in order to achieve the standard;
- The Committee agreed that the plan to address the female PICU out-of-area issue needed to be established and costed;
- The Committee discussed the definition of clinical ownership and system leadership in relation to partnerships;
- The Committee also discussed the Mental Health task force implications, such as the cost to achieve the implementation of the 4 hour targets;
- The quality impacts of the financial changes and risks were considered and reviewed by the Committee.

2 Key Decisions

- The Committee formally **agreed** the three proposals within the Finance M10 Report, regarding the Trust's control total and cash balance;
- The Committee agreed that there needed to be a process for the Board's

oversight and decision-making in relation to viability and business continuity;

- The Committee clarified that all assumptions on income, new business, CIPs, agency, inflation and funding mechanics needed to be RAG-rated, using >80%, >50% and >25% 'confidence levels'/ratings;
- The Committee further agreed that the process for reporting CIPs – in base or as a CIP – needed clarification and agreement.

3 Exceptions and Challenges

To be verbally reported at the Board where applicable.

4 Impact of Risks to the Achievement of Strategic Objectives

To be verbally reported at the Board where applicable.

5 Governance and Other Business

- There is an issue with Mod.Gov and late paper submission/late amendments to papers. When new documents need to be added to the existing documentation pack, the original pack is replaced and users will lose any annotations they have made. The alternative is to publish a different version of the pack each time something new is added, which will lead to users working from different versions at the same meeting.
- This issue caused a distraction to the meeting and highlighted the problem of submitting papers after our deadline (five working days before the meeting).
- There was also an issue of matters arising/horizontal reporting actions not being closed in time.

6 Future Business

- The discussion on the 2016-17 Annual Plan was deferred to an extraordinary meeting, to be held with both the Quality and Standards and Finance and

Planning Committee members and attendees;

- The Committee **deferred** the following items, which it will address at its next meeting: approval of the 2016-17 draft Committee workplan, approval of the P069 Information Risk Policy and the Strategic Risk Review.

7 Horizontal Reporting

- The Committee requested that the lessons learned from the Bristol tendering process be shared;
- The Committee asked that the lessons learned from 2015-16 needed to be included in the 2016-17 planning cycle;
- Business Development strategic partnership issues needed further discussion by the Trust Board.

8 Recommendations

To be verbally reported at the Board where applicable.