

FINANCE AND PERFORMANCE COMMITTEE – 24th November 2020

HIGHLIGHT REPORT

The key headlines/issues and levels of assurance are set out below, and are graded as follows:

Strength of Assurance	Colour to use in 'Strength of Assurance' column below
Low	Red - there are significant gaps in assurance and/or not properly assured as to the adequacy of action plans/controls
Medium	Amber - there is reasonable level of assurance but some issues identified to be addressed.
High	Green – there are no gaps in assurance and there are adequate action plans/controls

Report	Assurance level*	Committee escalation	ORR ref
Matters Arising/ Action Log	NA	To support the operational focus on COVID verbal updates had been agreed within the agenda. The action log was reviewed and next steps agreed.	NA
Director of Finance, Business and Estates Update (Verbal)	NA	The EU Exit Group continue to meet. No further guidance has been issued as the new deadline approaches. Comms are planned for next week to update staff. The Trusts 20/21 revised financial plan awaits approval by NHSI/E further work is ongoing around the projected system deficit. The new Beacon Unit is now officially open and patients moved in on 18 th November. The final overall cost of this Unit was £8.5m. Internal audit were finalising a review for Trust Board	10, 11
Director of Strategy and Business Development Update (Verbal)	NA	This update was delivered through the papers in the agenda.	6, 8, 16
Progress of the PMO and the Transformation Committee (Paper C)	High	The committee received an update on establishing a project mgt framework for managing key trust projects. The interim team is now in place. The transformation committee is overseeing this process. This process will be embedded over the next 6 months.	6, 8, 20, 50
Financial Report - Month 7 (Paper Di) Directorate Reports (Paper Dii)	Medium	The first half year achieved a balanced position and a revised plan for the second half of the year is now agreed with all new budgets being reflected in the monthly management accounts. Despite robust planning, considerable uncertainty remains, due to COVID, for the second half year. The Month 7 position is break even. Covid costs have reduced	48

Report	Assurance level*	Committee escalation	ORR ref
		<p>since month 6 but are likely to increase into months 8 and 9 as we deal with the new peak. The expenditure run rates continue to increase as expected.</p> <p>The Capital plan is still rated as amber as some national covid capital funding is still not confirmed. It remains under review. The laptop replacement rolling program has been prioritized within this. HMRC have now agreed the LPT case concerning Mill Lodge.</p> <p>LPT continues to meet its BPPC targets. With the actual financial impact of the 2nd wave of COVID still to be fully understood a medium assurance rating was agreed</p>	
Procurement Strategy (<i>Paper E</i>)	High	<p>The 6 monthly updated was received by FPC for information. Whilst some objectives have not been met this year due to Covid there has been a lot of valuable learning. The priorities for the next 12 months include more work around contract management and the contract database; work towards the level two standard to be reinstated and work to continue around Brexit. The inventory and supply solution benefits have been huge and whilst currently only used for PPE could be used elsewhere moving forward. A training programme has been rolled out following the deep dive recommendations around the Interpretation Contract.</p>	48
Performance Report (<i>Paper F</i>)	Medium	<p>Changes in key performance standards were highlighted for Month 7. COVID continued to impact significantly in key areas.</p> <p>Following a workshop held with the Information Team, business managers will now input into the report before it is shared with the Exec Team. This will provide detailed, more accurate narrative in the report. This will be available in stages over months 8 and 9 and be in the report monthly from month 10 Work was ongoing with regards to the wait times data to ensure that the same period is covered in the Performance Report as in the Wait Times Report.</p> <p>The committee supported the proposed changes and noted the impact COVID was having on performance.</p>	All
Waiting Times Report – in depth focus (<i>Paper G</i>)	Medium	<p>FPC received an update around restoration and recovery and 52 week wait, focusing on initially the agreed priority services. Revised improvement plans are now in place for these.</p> <p>In AMH significant improvement was being addressed through transformation and the strategic and tactical direction of travel for this is in place. This includes a fundamental change to the</p>	1, 28, 44, 46

Report	Assurance level*	Committee escalation	ORR ref
		<p>pathways offer and this work should be concluded by the end of the financial year. There has been huge progress reviewing services and agreeing recovery trajectories that are robust, ambitious but also achievable. The sustainable reduction in Out of Area placements was highlighted as a key success in this program.</p> <p>In FYPC a number of services were paused due to COVID to give priority to the front-end services. Internal waits (follow-up appointments) are being addressed under the SUTG transformation programme. The Neurodevelopmental waits were also paused. Audiology is predicted to be back on track by August 2021. Community paediatrics inherited a significant backlog as they took over the County cases on 1st April 2020. This is on a two year catch up programme. The city activity remains on track. The deterioration in CAMHS ED service wait times continues to be monitored and consideration will be made to adding it back into the 'priority services' group should this be required Within CHS there has been a 20% adverse impact in respiratory, with virtual clinic places now increasing from 20 to 50 and 7 day working taking place. The heart failure service should be fully restored by October 2020. The impact of COVID on the continence service is presently being assessed.</p> <p>The updated Access Policy has now been signed off and development and implementation of a Harm assessment process continues across all services.</p> <p>The committee thanked the team for all the work being undertaken. Noted the impact of COVID on performance, the establishment of recovery trajectories and approach to harm mitigation.</p>	
Estates and Facilities Management Update (<i>Paper H</i>)	H M	<p>Beacon Unit. Confirmation was received on the revised opening date and completion of the internal audit review.</p> <p>The elimination of dormitories continues to progress with alternative accommodation now identified and the cost plan updated to £1.1m.</p> <p>The sub group working on the Hinckley porta cabin issue has now stepped back up and the Coalville access matters continue to progress. Facilities Management transformation work is ongoing with an assessment being undertaken on how to provide assurance to FPC during the interim period The OBC meetings for the MH Inpatient Beds start in January 2021. A program plan will be provided to FPC at its next meeting.</p> <p>A split level of assurance was agreed due to a</p>	10, 11

Report	Assurance level*	Committee escalation	ORR ref
		number of key areas still being re scoped.	
Business Pipeline (<i>Paper I</i>)	High	The IAPT tender outcome is due this month. LPT have been awarded £65k to support partnership working between LPT and the PCNs which will support the long term strategy.	16
EPRR Report, Core Standards and RA/Update including Major Incident Plan (<i>Paper J</i>)	High	There has been a change in the assurance process due to the pandemic in the scope and process of the core standards. This has not adversely affected LPT. The surge and escalation plans continue to work in tandem with the winter Plan, following the same governance route. An interim review is planned and this will be reported in Q3/4 report. To minimize risk of the suspension of the business continuity plan 2 preparedness exercises have been completed at the start of each COVID wave .	23, 46
Premises Assurance Model Proposal (<i>Paper K</i>)	Medium	The paper was presented to FPC for information. Work will be carried out around this and the proposal be amended as necessary. FPC will be updated around any changes. FPC supported the direction of work. It discussed the challenging timescales and alignment with the estates strategy.	11
Single Use Plastic Update (<i>Verbal</i>)	NA	As the Sustainability Group has been paused due to Covid there is no annual report. It was proposed a revised timescale for completion should be proposed	NA
Data Quality Update (<i>Verbal</i>)	NA	The Data Quality Group is restarting following a pause for Covid. A review is now planned for FPC in January.	35
Organisational Risk Register (<i>Paper L</i>)	High	There is a strengthening of assurance now particularly with the rollout of the ORR across level 2 committees. NED attendance at level 2s is being rescheduled for Q4. A review of Risk 48 covering the financial position was agreed. This month sees a deep dive into high risks that have been high for 12 months or more.	All
Estates and Medical Equipment Committee Highlight Reports – 23 rd September 2020 & 21 st October 2020 (<i>Paper Mi & Mii</i>)	High	No issues for escalation were raised.	1
Transformation Committee Highlight Report 13 th November 2020 (<i>Paper N</i>)	High	No issues for escalation were raised.	8

Report	Assurance level*	Committee escalation	ORR ref
IM&T Committee Highlight Report 16 th October 2020 (<i>Paper O</i>)	High	No issues for escalation were raised.	35
Data Privacy Committee Highlight Report 8 th October 2020 (<i>Paper P</i>)	High	No issues for escalation were raised.	35
Capital Management Committee Highlight Reports 14 th October 2020 & 11 th November 2020 (<i>Paper Qi & Qii</i>)	High	No issues for escalation were raised.	48
Strategic Waiting Time and Harm Review Committee Highlight Report 30 th October 2020 (<i>Paper R</i>)	High	No issues for escalation were raised.	1, 28, 40, 44, 46
FPC Work Plan Mid-year Review (<i>Paper S</i>)	High	The mid-year review showed significant progress in achieving the Committees objectives. It highlighted how a more open, learning, triangulated approach was being taken by FPC.	20
FPC Work Plan for next meeting (<i>Paper T</i>)	High	The work plan was agreed.	20

Chair	Geoff Rowbotham, Non-Executive Director
-------	--