

## Workforce Committee

Key summary points from the meeting held on 10<sup>th</sup> July 2015

### 1. Policy Development

The Committee discussed progress regarding streamlining employment policies. The focus of the discussion was the new Leave Policy which combines seven previous policies into one. The committee discussed the main changes and supported the move to ensure a balance of management and support for staff. The policy is the first 'cluster' and demonstrates positive partnership working between management and staff side.

### 2. Equality and Diversity System

The Equality and Diversity System (EDS) provides a framework for organisations to assess how they are performing with regard to equality, diversity and human rights issues. The system clarifying the four goals which includes better health outcomes for all; Improved patient access and experience; empowered and engaged staff and Inclusive leadership at all levels. There are 9 steps of implementation and the Workforce Committee will monitor progress on this. EDS forms part of the commissioning contract this year, the system covers both employment and patient experience, the Trust meets a number of the criteria however improvement in a numbers of areas is still required. .

The committee agreed to monitor progress.

### 3. Communications Directorate Strategic Plan 2015/16

The Committee received the Communications Directorate Strategic Plan for 2015/16 highlighting the difficulties of measuring outcomes along with delivering the plan with limited resources. There was much discussion about the importance of effective communications. The Challenge therefore is delivering the statutory obligations such as Freedom of Information Requests against development activities. The committee asked for a more detailed plan will come back in September along with a refresh of the Communications and Engagement Strategy in December prior to Board approval.

### 4. Staff Survey Update – Our Commitments

The Committee received a presentation on Our Commitments, which included three areas of focus identified by staff which would improve their employment experience. At an organisational level these were Communication, Appreciating Staff and Engaging Managers. One Care Group will be invited to attend the committee to undertake a 'deep dive'. Staff engagement will be a standing agenda item

**Clinical Quality and Safety Committee**

The meeting scheduled for 23<sup>rd</sup> July 2015 was cancelled, although a Ward Assurance Visit was undertaken by Committee members at the Pathology Department at RSH. The outcome of the visit will be circulated at a later date.

The next meeting is scheduled for 19<sup>th</sup> August 2015.

## Finance Committee

Key summary points from the meeting held on 28<sup>th</sup> July 2015:

### 1. Finance Report

The trends and prospects evident from the end of June position are consistent with months 1 and 2 and carry the similar challenges and issues. By way of further update the Committee draws the Board's attention to:

- The CCGs' position that there will be no additional winter pressure funding in 2015/16. Whilst this has been contested it would present a significant further financial challenge to the Trust if this position is maintained,
- Pay costs continue to increase and are at a level in June that exceeds the average monthly sum budgeted for in the remainder of the financial year, including the winter period effect. Thus if pay trends cannot be reduced, and winter period increases are / will be required, the outturn prospects will worsen considerably. The financial year is now one quarter complete in terms of reporting [one third in reality] and thus time is eroding in terms of achieving turnaround,
- Whilst Care Groups have projected their finances forward to produce a result consistent with budget, the Committee is concerned at the reality of this and, in particular, the ability to secure a sustainable position within Scheduled Care,
- CIP delivery remains under threat in regard to key projects as reported previously.

Taken together the Finance Committee advise the Board that achieving the current budgeted level of deficit is in doubt and assurance levels are low. This is prior to any impact of the tightening of control parameters as part of enhanced national control requirements.

### 2. Future Configuration of Hospital Services; Post Project Evaluation

The Committee reviewed a detailed, draft report. In discussion, a number of issues were identified that could benefit from some adjusted drafting prior to reporting to the Board in September 2015.

Overall the review points to many positive outcomes and also a number of key experiences and lessons learnt that will assist in the management of future large scale projects.

### 3. MSK service in Telford and Wrekin

The Board will recall that a partnership based tender submission was made, to include SaTH, in response to the Telford & Wrekin CCG's requirement to reconfigure the delivery of this service. The tender was successful but there remain a number of aspects requiring clarification, including some key financial issues, prior to finalising a contract. The Committee reviewed these and endorsed an Executive proposal that the revised service be the subject of an interim period [of up to six months] of development prior to finalising the contract. The revised basis of service for Telford & Wrekin needs to operate alongside the current basis of working for Shropshire CCG which will introduce some complexity of operation.

### 4. Charitable Funds

The Committee considered reports carrying Executive recommendations relating the further development of wifi facilities at both sites and also regarding the capacity to support fundraising. The Committee endorsed the Executive conclusions that:

- An additional BT line be installed to enable wifi capability and that this be funded via a series of charitable fund sources in 2015/16 and partnership proposals be considered and developed if possible to finance this from April 2016,

and

- In the light of current financial and service pressures it is not proposed to prioritise and provide further fundraising input at this stage

**Name of Chair:** Dennis Jones

**Date report prepared:** 28th July 2015

## HOSPITAL EXECUTIVE COMMITTEE

### ***Key summary points from the meeting held on Tuesday 28<sup>th</sup> July 2015.***

The Committee NOTED both financial and operational performance of Month 3 and Quarter 1, with particular discussion around concerns in relation to both winter and workforce challenges.

The Committee RECEIVED a progress update on the Deep Dive reviews and welcomed the additional support being provided to Care Groups in the form of Business Development Managers who will provide Care Group specific dedicated support with business intelligence and commercial acumen, helping to oversee the Deep Dive work as it continues to expand and intensify.

The Committee RECEIVED a progress update on Future Fit and the timelines for various elements of the process. Discussion also took place around urgent care centre modeling.

The Committee NOTED a progress update against the 3 areas of the CQC IMR where we are currently rated as 'Red' including the work already done and further work planned to deliver the required improvements; these being mortality in nephrological conditions, mortality in infectious conditions and sepsis, and fractured neck of femur. It was acknowledged that there is a risk to delivery of the fractured neck of femur improvements by the September deadline due to resource issues that need to be resolved.

**Sarah Bloomfield, Acting Chair**  
**Tuesday 28<sup>th</sup> July 2015**