

## THE SHREWSBURY AND TELFORD HOSPITAL NHS TRUST

## OUTCOME SUMMARY OF FINANCE AND PERFORMANCE COMMITTEE

Tuesday 26<sup>th</sup> June 2012

Present:	John Davies (Chair) Martin Beardwell Dennis Jones Neil Nisbet Steve Peak Andrew Stenton Debbie Vogler	Chairman of the Trust Non-Executive Director Non-Executive Director Finance Director Transformation Director Interim Chief Operating Officer Director of Business and Enterprise
Apologies:	Adam Cairns Victoria Maher Barry Simms	Chief Executive Workforce Director Non-Executive Director
In attendance:	Andrea Green (for item 2012.52)	Interim Programme Director PMO
Secretary:	Amanda Young	PA to Finance Director

Minute	Decision/recommendation/further action	Responsibility/ Deadline
2012.64 - Declaration of Interests	There were no declarations of interests.	
2012.65 - Minutes and actions of meeting held on 29 <sup>th</sup> May 2012	The minutes of the previous meeting held on 29 <sup>th</sup> May 2012 were approved as a correct record.  <i>Terms of Reference</i> – item deferred to next meeting.  <i>Business Case for third linear accelerator</i> – Discussions to take place to identify other possible capital requirements for the cancer service before proceeding with the third linear accelerator as the focus for Lingen Davies' next project. Further discussions to take place with Lingen Davies.  <i>Private Patient Strategy</i> – Meeting to take place to progress the project. Committee to receive project proposal at the September 2012 meeting.	Chr 24.7.12  SP 24.7.12  DV/NN 25.9.12
2012.66 – LTFM Update	Update provided at the Board Development Session on 19 <sup>th</sup> June 2012. The biggest risks to the LTFM were discussed with the main focus on the delivery of the CIP programme.	
2012.67 – Board Assurance Framework – Finance and Performance Risks	In order to assure the Board that the risks to the strategic objectives were being properly managed, the Committee discussed these and agreed the levels of assurance provided.	
2012.68 – Finance Director Report Month 02	Neil Nisbet presented the Finance Director Report which described the Trust's performance for Month 02. The level of under recovery of income had reduced. The meeting discussed the possible reasons for the increased activity and action being taken to reduce the demand on the Trust.  An update was provided on discussions with Powys UHB about contract underperformance issues. Meeting to be convened to agree a process to ensure that clinicians seek the required approval before treating patients.	SP/AS 24.7.12

	<p>The Committee discussed the plan for 2012/13 to substantially reduce the monthly pay run rate. To enable the Trust to achieve the Pay run rate in June all escalation beds have to be closed and agreed fixed term posts to have been terminated. A detailed plan to achieve this was requested.</p> <p>The delivery of the financial position for 2012/13 is dependent upon the successful achievement of the Cost Improvement Programme. The Committee asked for a reconciliation of CIP targets in advance of Trust Board meeting on Thursday 28<sup>th</sup> June 2012.</p> <p>The Committee was informed of the <i>most likely, best case</i> and <i>worst case</i> outturn scenarios. The <i>most likely</i> scenario, following implementation of management actions, leads to a surplus in the year amounting to £970k, in the <i>best case</i> scenario, a surplus for the year is presented amounting to £4.493 million. In the <i>worst case</i> scenario a deficit amounting to £930k occurs.</p> <p>The Committee <b>NOTED</b> the position at Month 02.</p>	<p>AS/VMa/NN 24.7.12</p> <p>NN 28.6.12</p>
2012.69 – Improvement Programme Report Month 02	The Committee received and <b>NOTED</b> the Improvement Programme Report which identified savings of £232k against a plan to deliver £264k.	
2012.70 – Chief Operating Officer Report	The Committee received an update on RTT, Cancer, VTE, HSMR and A & E targets.	
2012.71 – Workforce Director Report	A plan to reduce the workforce in the organisation through a number of initiatives was presented to the Committee.	
2012.72 – Strategic Performance Report Month 02	The Committee received a revised format Performance Report and <b>NOTED</b> the performance for Month 02. Meeting to take place to discuss additional indicators to be included.	JD/SP 14.7.12
2012.73 – Provider Management Performance Template	The Committee noted the performance for the month of May 2012 and recommended its submission to the SHA, subject to Trust Board approval on 28 <sup>th</sup> June 2012.	
2012.74 – Sterile Services Post Project Evaluation	<p>Post Project Evaluation to be submitted to the Committee in due course.</p> <p>Update on development of the specification to be provided in November 2012.</p>	<p>NN Due course</p> <p>NN 27.11.12</p>
2012.75 – Any Other Business	No items were raised	

The next meeting will be held on Tuesday 24<sup>th</sup> July 2012, 2.00 pm, Meeting Room 1, Treatment Centre, RSH